Engage PEO Client Alert - California

EEO-1 Reporting

What's New: California employers of 100 or more employees must report pay and hours-worked data by establishment, job category, sex, race, and ethnicity to the Department of Fair Employment and Housing (DFEH) by March 31 and annually thereafter; **2021 Pay Data Reports are due 4/1/2022**. This reporting is required under Government Code section 12999 enacted in Senate Bill 973.

What This Means: While it is the client/employer's responsibility to comply with Government Code section 12999 and to certify the accuracy of its own company's pay data report, a PEO may prepare a pay data report on behalf of a client employer. However, **an official of the client employer,** not from the PEO, **must certify the accuracy of the report.**

For clients that have been with Engage PEO for the full calendar year of 2021

- Engage PEO will prepare the required data (FILE: EEO1 DATA REPORT – XXXXXX) and your Account Manager will it send to you for review by March 14, 2022.
- Once deemed accurate by your organization, the completed California Pay Data File (FILE: California Pay Data Template - XXXXXX) must be uploaded by an official of the client employer.
- Please review closely; should something change, the California Pay Data Template must be amended prior to your submission of the California Pay Data File.

For clients that have not been with Engage PEO for the full calendar year of 2021

- You will receive the EEO1 DATA REPORT to assist in the completion of the California Pay Data File that can be found on California Pay Data Reporting Website.

The user guide will walk you through the uploading and completion of the certifying verification for the 2021 California Pay Data Reporting Portal.

For additional information, please view the DFEH's updated website which includes additional FAQs. or Engage's previous Client Alert on this topic.

Please reach out to your Engage Account Manager if you have any questions about this alert.