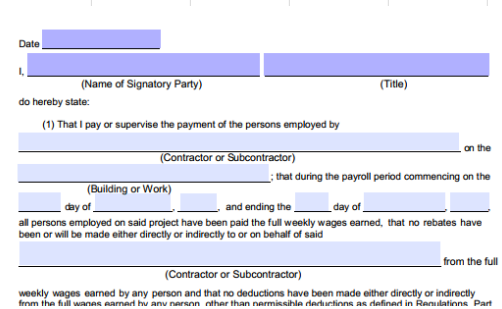
Section 1: Payroll General Information	
Data Element Name	**Desired Functionality and Format (What we'd like the application to do)**
Prime or Subcontractor	Select Prime or Subcontractor; could be a checkbox or drop down
Contractor Name and Address	
Payroll No.	
For Week Ending	
Contract or Task Order Number (If project is a task order, list the task order number)	
Section 2: Payroll Employee Information	
The below columns should duplicate with each additional employee they have. Should we include a column where they type in the amount of employees and the form will duplicate each input? Suggestions?	
Employee Name and Individual Identifying Number (e.g., Last four digits of Social Security Number) of Worker	Full social security numbers and home addresses shall not be included. I am wondering how we could emphasize that with their input.
Work Classification Corresponding to the Applicable Wage Determination (Contractors employing apprentices or trainees under approved programs shall upload the written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs in accordance with FAR 52.222-9)	
Day and Date Hours Worked Each Day for Overtime	
Day and Date Hours Worked Each Day for StraightTime	
Total Hours Worked for Overtime	
Total Hours Worked for Straight Time	
Rate of Pay- Straight	
Rate of Fringe Benefits- Straight Time	
Rate of Pay- Overtime	
Rate of Fringe Benefits- Overtime	
Gross Amount Earned- Overtime	
Gross Amount Earned- Straight	
Deductions - FICA	Self Explanatory
Deductions- Witholding Tax	Self Explanatory
Deductions- Other	Can we have an "add" or "+" symbol? The amount of "Other Deductions" varies from person to person and the contractor should be able to identify the name of the deduction by typing it in.
Deductions- Other	Can we have an "add" or "+" symbol? The amount of "Other Deductions" varies from person to person and the contractor should be able to identify the name of the deduction by typing it in.
Deductions- Other	Can we have an "add" or "+" symbol? The amount of "Other Deductions" varies from person to person and the contractor should be able to identify the name of the deduction by typing it in.
Net Wages Paid for the Week	Self Explanatory
Section 3: Statement of Compliance	
Name of Signatory Party	
Title	
Date	
Narrative: "I do hereby state that I pay or supervise the payment of the persons employed by"	This will show as a narrative.
Name of contractor or subcontractor	Type in name
Narrative: "on the aforementioned contract/task order number above; that during this payroll period week covered, all persons employed on said project have been paid the ful weekly wages earned, that no rebates have been or will be made either directly of indirectly to or on behalf of said, "	This will show as a narrative.
Name of contractor or subcontractor	Type in name
Narrative: "from the full weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 C.F.R. Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Start. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. § 3145), and described below:"	This will show as a narrative.
List of Permissible Deductions (if applicable)	Contractor/subcontractor will type in permissible deductions if applicable.

This statement of compliance will mimic the one on the WH347 below but can be tailored



Date _____

I, _____ _____
(Name of Signatory Party) (Title)

do hereby state:

(1) That I pay or supervise the payment of the persons employed by

_____ on the
(Contractor or Subcontractor)

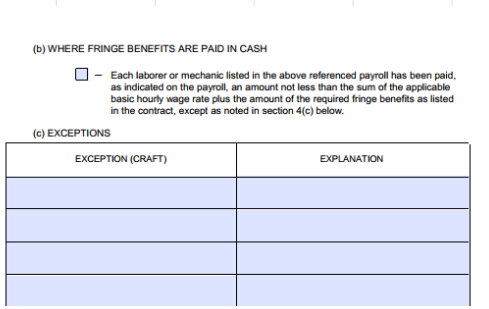
_____; that during the payroll period commencing on the
(Building or Work)

____ day of _____, ____, and ending the ____ day of _____, ____,

all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said

_____ from the full
(Contractor or Subcontractor)

weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part



(b) WHERE FRINGE BENEFITS ARE PAID IN CASH

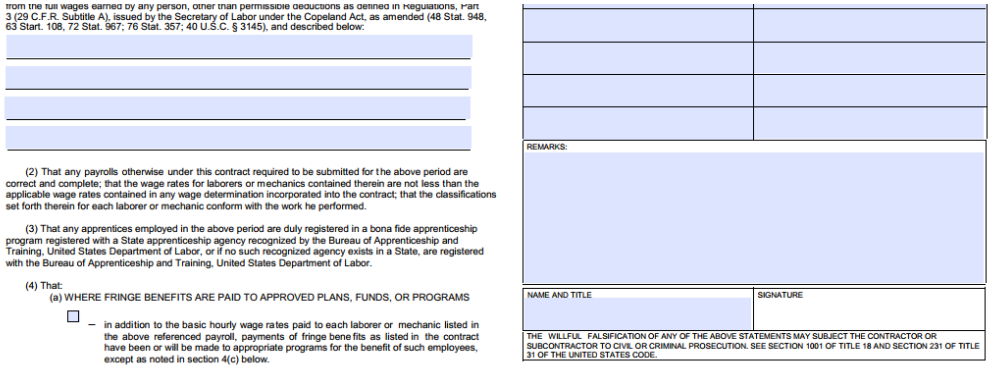
☐ – Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in section 4(c) below.

(c) EXCEPTIONS

EXCEPTION (CRAFT)	EXPLANATION

Narative: "(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed. (3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of	This will show as a narrative.
Where Fringe Benefits are Paid to Approved Plans, Funds, or Programs -in addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in the exceptions below.	Checkbox
Where Fringe Benefits are Paid in Cash - each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in the exceptions below.	Checkbox
Exceptions (List the Craft(s) for the Exception)	If either of the boxes are checked in the two rows above, this becomes a mandatory field. They will be able to provide a narrative type entry.
Exceptions (List the Explanation(s) for the Exception)	If either of the boxes are checked in the two rows above, this becomes a mandatory field. They will be able to provide a narrative type entry.
Name and Title	How will we allow subcontractors to certify this?
Signature	How will we allow subcontractors to certify this?

Some people may not have the ability to digitally sign. Do we have any alternatives or should we just allow them to provide wet signatures on this page but the other page must be a digital copy?



from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 C.F.R. Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. § 3145), and described below:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS

☐ – in addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in section 4(c) below.

REMARKS:

NAME AND TITLE

SIGNATURE

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.