**Appendix 6**

**Calculations for Section 14: Agency Hours & Costs – Labor & Workforce Metrics Forms**

*Step 1: Calculate proportion of EPA staff burden hours across all staff roles at relevant levels of seniority.*

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| **TABLE 14.17.1: PROPORTION of Agency Hours by Staff Role**  |
| Number of Hours: Management    (GS-15, Step 1)   | Number of Hours: Program Lead   (GS-14, Step 1)   | Number of Hours: Project Officer   (GS-11, Step 1)   | Total Proportion   |
| 0.05  | 0.25  | 0.70   | 1   |

*Step 2: Calculate loaded and weighted labor cost across all staff roles involved.*

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| **TABLE 14.17.2: LOADED WAGE RATES for Agency Staff**  **Wage rate + 60% loading for account for costs of benefits**  |
| Wage Rate/Hour: Management   | Wage Rate/Hour: Program Lead   | Wage Rate/Hour: Project Officer   | Agency wage rate data used to calculate labor costs gathered from the [U.S. Office of Personnel Management Salary Table 2024-DCB](https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/), for employees based in the Washington, DC metropolitan area.    |
|   $125.70       (GS-15, Step 1    wage rate +    60% loading)   |   $106.86     (GS-14, Step 1   wage rate +    60% loading)   |   $63.46      (GS-11, Step 1   wage rate +   60% loading)   |

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| **TABLE 14.17.3: WEIGHTED LOADED LABOR COSTS for Agency Staff**  |
| Weighted Loaded Hourly Labor Cost   | Explanation of Calculations   |
| $77.42   | Weighted Hourly Labor Cost =   (Wage rate \* proportion of hours) calculated for each respondent group (Management, Program Lead, Project Officer) and summed.   |

*Total burden calculations (hours and costs) are shown in Section 14 – Labor Reporting Forms.*