

Itemized Breakdown of Employee Hourly Labour Rate

Payroll Burdens are expenses paid directly by an employer to an employee as a benefit, or directly by an employer to a third party as a benefit in the name of the employee. Only such expenses paid as a consequence to a statutory or contractual obligation for employment are considered “*payroll burdens*”. Gratuitous bonuses, gifts, grants and loans, *etc.* not mandated by a lawful obligation, shall not be considered payroll burdens.

| | | | |
|---------------------------------|-------------------------------------|-------------------------------------|--|
| Project Name: | | | |
| Company Name: | | | |
| Trade Type: ¹ | | Classification: ² | |
| Rate Category | Percentage (of Base Rate) | Amount (\$/Hr) | |
| Base Rate: | | | |
| Holiday & Vacation Pay: | | \$0.00 | |
| Sub-Total | | \$0.00 | |

| Rate Category | Percentage (of Sub-Total) | Amount (\$/Hr) |
|--|------------------------------|-------------------|
| Employment Insurance (EI): ³ | | \$0.00 |
| Workers' Compensation Insurance (WCB): ³ | | \$0.00 |
| Group Insurance: ³ | | \$0.00 |
| Canada Pension Plan (CPP): ³ | | \$0.00 |
| Group Pension: ³ | | \$0.00 |
| Other Payroll Burdens: (Please Specify) ³ | 0.00% | \$0.00 |
| - | | \$0.00 |
| - | | \$0.00 |
| - | | \$0.00 |
| - | | \$0.00 |
| - | | \$0.00 |
| Sub-Total | | \$0.00 |
| TOTAL PAYROLL HOURLY COST | | \$0.00 |
| Small Tools / Expenditures (GC 24.3(a)) | 5.00% | \$0.00 |
| Site Supervision (GC 24.3(a)) | 5.00% | \$0.00 |
| TOTAL HOURLY LABOUR COST | | \$0.00 |

Contractor's Declaration:

I, the *Construction Manager* here undersigned, do confirm that, to the best of my knowledge, and belief, that the information herein is accurate, complete and conforms in all respects to the requirements of the *Contract*. I further confirm that all amounts indicated herein are exclusively *Payroll Burdens*, for employees engaged in *Work* resulting from a *Change Order*. Relevant excerpts from such employment contracts are attached for reference or available upon request to support any amounts in question.

Construction Manager's Signature

Construction Manager's Name (Please Print)

Date

Consultant's Certification:

I, the *Consultant* here undersigned, do certify that, to the best of my knowledge, and belief, that the information herein conforms in all significant respects to the requirements of the *Contract*. I therefore recommend it to your for acceptance.

Consultant's Signature

Consultant's Name (Please Print)

Date

¹ Labourer, Electrician, Pipe Fitter, *etc.*

² Journeyman, Apprentice, *etc.*

³ The Contract General Conditions (GC 24.3 (a)) allows only payroll burdens which are paid directly to the employee or an independent third party in the name of the employee.