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FOCUS 2018**

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The Phoenician Resort & Spa, Scottsdale, AZ



# LCPtracker Construction Certified Payroll

eCMS v.4.1 SP2 FP5

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# LCPtracker Certified Payroll

LCPtracker is a powerful web-based software for collecting, verifying, and managing certified payrolls and other labor compliance related documents.

eCMS currently creates a CSV data file that can be submitted to LCPtracker for  
All Certified Jobs



# LCPtracker

## Certified Description – Class Code

Payroll > Maintenance 1 > Employee Class Master >

Payroll	Employee Class Maintenance	Mode: Update	XPR22802	PRPM08 - 8
Employee Class: 600	Employee Type: 05	Job Number:	Sub Job Number:	01/01/1981 through 12/31/2099

Description:	TYPE 05	Equipment Required:	<input type="checkbox"/>
<b>Certified Description:</b>	Class Code Desc	Union Number:	<input type="text"/> <
Rates		Overtime Hours-Day:	<input type="text" value="0"/>
<div style="background-color: red; color: white; padding: 10px; border-radius: 15px; display: inline-block;"> <p><b>Certified Description</b></p> <p><b>Column I – Class Code</b></p> </div>		Overtime Hours-Week:	<input type="text" value="0"/>
		Worker's Comp	
		Reference:	<input type="text" value="0"/>
		Code:	<input type="text" value="0"/> <
		New York CHAMP Codes	
		Trade:	<input type="text" value="47"/>
		Class:	<input type="text" value="1"/>
		Occupation Descriptions	
		Description 1:	<input type="text"/>
		Description 2:	<input type="text"/>

	Regular	Overtime	Other
Swing Shift:	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>
Graveyard Shift:	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>



# LCPtracker

## Payroll > Certified Payroll > LCP Tracking Field Mapping

The screenshot shows the LCPtracker software interface. The top navigation bar includes 'APP SUPPORT v.4.1' and user information 'Penny Chambers 15/000 - PC's Construction - 4.1'. The main menu is open, showing a tree structure under 'Certified Payroll'. The 'LCP Tracking Field Mapping' option is highlighted with a red box. A red callout box on the right lists the following mapping options:

- LCP Tracking Field Mapping Menu Option
- 5 Ways to Map Benefits or Deductions
  - Human Resources Benefit
  - Human Resources Deductions
  - Payroll Deductions
  - Union Benefits
  - Union Deductions

# LCPtracker

## Payroll > Certified Payroll > LCP Tracking Field Mapping

Payroll LCP Tracker Field Mapping PRP313

Company Number: 15  
Division Number: 0

Distribution Code: 

- Select a Value
- Human Resources Benefits
- Human Resources Deductions
- Payroll Deductions
- Unions Benefits
- Unions Deductions

**The Distribution Code Used to Select Benefits or Deductions**

**The Payroll Deduction Description will Print in the Column CH of the CSV File**

# LCPtracker

## H/R Benefits Mapping

Payroll > Certified Payroll > LCP Tracking Field Mapping

Payroll	LCP Tracker Field Mapping	PRP313
<div style="background-color: #00a0e3; color: white; padding: 10px; text-align: center; border-radius: 10px;"> <b>Selection Screen for H/R Benefits</b> </div>	Company Number: <input type="text" value="15"/>	
	Division Number: <input type="text" value="0"/>	
	Distribution Code: <input type="text" value="Human Resources Benefits"/>	

**The example of the Detail Screen on the next slide does not show the full screen.**

**You will be able to map 17 lines per screen.**

**If additional lines are needed there is a down arrow to access more screens**

LCP Tracker Column
Not Selected
Employer - Wages Paid in Lieu of Fringes
Employer - Health and Welfare
Employer - Pension
Employer - Vacation and Holidays
Employer - Training
Employer - All Other
Employer - Traveling/Subsistence
Employee - Voluntary Pension
Employee - Voluntary Medical Insurance
Employee - Savings not Voluntary Pension
Employee - Union Dues
Employee - Other Deductions

**H/R Benefits will be mapped to one of the 7 ER Categories Listed on Detail Screen**

# LCPtracker

## H/R Benefits Mapping

### Payroll > Certified Payroll > LCP Tracking Field Mapping

Payroll LCP Tracker Field Mapping Mode: Update PRP313

Human Resources Benefits

Delete	Distribution Number	Deduction Type	Union Number	Deduction Description	LCP Tracker Column
<input type="checkbox"/>	8	0		Wages Paid in Lieu of Fringes	Employer - Wages Paid in Lieu of Fringes
<input type="checkbox"/>	16	0		EE Ins - Box 12DD	Employer - Health and Welfare
<input type="checkbox"/>	21	0		Vacation / Holiday Benefit	Employer - Vacation and Holidays
<input type="checkbox"/>	44	0		HSA ER Paid Ben	Employer - Training
<input type="checkbox"/>	101	0		Tax Y - Gross Y-Net N - Other	Employer - All Other
<input type="checkbox"/>	225	0		Retirement Plan	Employer - Pension
<input type="checkbox"/>	503	0		Daily Benefit \$50.00	Employer - Traveling/Subsistence

**To Delete a Record  
Check the Delete Field and Click OK**

**Use the Prompt Feature to Select the Benefit being Mapped**  
**The System will Populate the following Fields Automatically**  
**Distribution No, Ded Type, Union No and Ded Description**

**Each Benefit Requires an ER Category Select  
from the LCP Tracker Column  
Drop Down Prompt**

**Currently the OK Button WILL do the following**  
**Allow You to Delete a Record that Is Checked to Delete**  
**Create/Update Mapped Records in the PRTLCPX File**  
**It WILL NOT Advance You to Exit the Screen**

**In Order to Exit the Screen Select**  
**Exit to Return to the Main Menu**  
**or**  
**Previous to Return to the Selection Menu**  
**Be Sure to Click OK before Exiting**

# LCPtracker

## H/R Deductions Mapping

### Payroll > Certified Payroll > LCP Tracking Field Mapping

Payroll	LCP Tracker Field Mapping	PRP313
<div style="background-color: #00AEEF; color: white; padding: 10px; border-radius: 15px; text-align: center;"> <b>Selection Screen for H/R Deductions</b> </div>	Company Number: <input type="text" value="15"/>	
	Division Number: <input type="text" value="0"/>	
	Distribution Code: <input type="text" value="Human Resources Deductions"/>	

**The example of the Detail Screen on the next slide does not show the full screen.**

**You will be able to map 17 lines per screen.**

**If additional lines are needed there is a down arrow to access more screens**

LCP Tracker Column
Not Selected
Employer - Wages Paid in Lieu of Fringes
Employer - Health and Welfare
Employer - Pension
Employer - Vacation and Holidays
Employer - Training
Employer - All Other
Employer - Traveling/Subsistence
Employee - Voluntary Pension
Employee - Voluntary Medical Insurance
Employee - Savings not Voluntary Pension
Employee - Union Dues
Employee - Other Deductions

**H/R Deductions will be mapped to one of the 5 EE Categories Listed on Detail Screen**



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# LCPtracker

## H/R Deductions Mapping

### Payroll > Certified Payroll > LCP Tracking Field Mapping

Payroll LCP Tracker Field Mapping Mode: Update PRP313

Human Resources Deductions

Delete	Distribution Number	Deduction Type	Union Number	Deduction Description	LCP Tracker Column
<input type="checkbox"/>	15	0		EE Ins - Box 12DD	Employee - Voluntary Medical Insurance
<input type="checkbox"/>	101	0		Tax Y- Gross Y-Net N - Other	Employee - Other Deductions
<input type="checkbox"/>	226	0		Voluntary Pension Deduction	Employee - Voluntary Pension
<input type="checkbox"/>	227	0		Savings not Vol Pension Ded	Employee - Savings not Voluntary Pension

To Delete a Record  
Check the Delete Field and Click OK

Exit Refresh Previous Ok

Use the Prompt Feature to Select the Deduction being Mapped

The System will Populate the following Fields Automatically

Distribution No, Ded Type, Union No and Ded Description

Each Deduction Requires an EE Category

Select from the LCP Tracker Column

Drop Down Prompt

Currently the OK Button WILL do the following

Allow You to Delete a Record that Is Checked to Delete

Create/Update Mapped Records in the PRTLCPX File

It WILL NOT Advance You to Exit the Screen

In Order to Exit the Screen Select

Exit to Return to the Main Menu  
or  
Previous to Return to the Selection Menu

Be Sure to Click OK before Exiting

# LCPtracker

## Payroll Deductions Mapping

### Payroll > Certified Payroll > LCP Tracking Field Mapping

Payroll	LCP Tracker Field Mapping	PRP313
<div style="background-color: #00a0e3; color: white; padding: 10px; border-radius: 10px; text-align: center;"> <b>Selection Screen for Payroll Deductions</b> </div>	Company Number: <input type="text" value="15"/>	
	Division Number: <input type="text" value="0"/> <	
	Distribution Code: <input type="text" value="Payroll Deductions"/>	

**The example of the Detail Screen on the next slide does not show the full screen.**

**You will be able to map 17 lines per screen.**

**If additional lines are needed there is a down arrow to access more screens**

LCP Tracker Column
Not Selected
Employer - Wages Paid in Lieu of Fringes
Employer - Health and Welfare
Employer - Pension
Employer - Vacation and Holidays
Employer - Training
Employer - All Other
Employer - Traveling/Subsistence
Employee - Voluntary Pension
Employee - Voluntary Medical Insurance
Employee - Savings not Voluntary Pension
Employee - Other Deductions

**Payroll Deductions will be mapped to one of the 4 EE Categories Listed on Detail Screen Excluding Union Deductions**



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# LCPtracker

## Payroll Deductions

### Payroll > Certified Payroll > LCP Tracking Field Mapping

Payroll LCP Tracker Field Mapping Mode: Update PRP313

**Payroll Deductions**

Delete	Distribution Number	Deduction Type	Union Number	Deduction Description	LCP Tracker Column
<input checked="" type="checkbox"/>	1 <	0		401K DEDUCTION	Employee - Voluntary Pension
<input type="checkbox"/>	45 <	0		EE Savings not Vol Penxion	Employee - Savings not Voluntary Pension
<input type="checkbox"/>	100 <	0		HSA DEDUCTION	Employee - Voluntary Medical Insurance
<input type="checkbox"/>	999 <	0		ACH DEPOSIT	Employee - Other Deductions

To Delete a Record  
Check the Delete Field and Click OK

Exit Refresh Previous Ok

Use the Prompt Feature to Select the Deduction being Mapped  
The System will Populate the following Fields Automatically  
Distribution No, Ded Type and Ded Description

Each Deduction Requires an EE Category  
Select from the LCP Tracker Column  
Drop Down Prompt

Currently the OK Button WILL do the following  
Allow You to Delete a Record that Is Checked to Delete  
Create/Update Mapped Records in the PRTLCPX File  
It WILL NOT Advance You to Exit the Screen

In Order to Exit the Screen Select  
Exit to Return to the Main Menu  
or  
Previous to Return to the Selection Menu  
Be Sure to Click OK before Exiting

# LCPtracker

## Union Benefits Mapping

### Payroll > Certified Payroll > LCP Tracking Field Mapping

Payroll	LCP Tracker Field Mapping	PRP313
<div style="background-color: #00a0e3; color: white; padding: 10px; text-align: center; border-radius: 10px;"> <b>Selection Screen for Union Benefits</b> </div>	Company Number: <input type="text" value="15"/>	
	Division Number: <input type="text" value="0"/>	
	Distribution Code: <input type="text" value="Unions Benefits"/>	

**The example of the Detail Screen on the next slide does not show the full screen.**

**You will be able to map 17 lines per screen.**

**If additional lines are needed there is a down arrow to access more screens**

LCP Tracker Column
Not Selected
Employer - Wages Paid in Lieu of Fringes
Employer - Health and Welfare
Employer - Pension
Employer - Vacation and Holidays
Employer - Training
Employer - All Other
Employer - Traveling/Subsistence
Employee - Voluntary Pension
Employee - Voluntary Medical Insurance
Employee - Savings not Voluntary Pension
Employee - Union Dues
Employee - Other Deductions

**Union Benefits will be mapped to one of the 7 ER Categories Listed on Detail Screen**



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# LCPtracker

## Union Benefits Mapping

### Payroll > Certified Payroll > LCP Tracking Field Mapping

Payroll LCP Tracker Field Mapping Mode: Update PRP313

Unions Benefits

Delete	Distribution Number	Deduction Type	Union Number	Deduction Description	LCP Tracker Column
<input type="checkbox"/>	23 <	1	540	ER Wages Paid Lieu of Fringe	Employer - Wages Paid in Lieu of Fringes
<input type="checkbox"/>	23 <	2	540	ER Health & Welfare	Employer - Health and Welfare
<input type="checkbox"/>	23 <	3	540	ER Pension	Employer - Pension
<input type="checkbox"/>	23 <	4	540	ER Vacation & Holidays	Employer - Vacation and Holidays
<input type="checkbox"/>	23 <	5	540	ER Training	Employer - Training
<input type="checkbox"/>	23 <	6	540	ER All Other Bens	Employer - All Other
<input type="checkbox"/>	23 <	7	540	ER Travel/Subsistence	Employer - Traveling/Subsistence

To Delete a Record  
Check the Delete Field and Click OK

Use the Prompt Feature to Select the Benefit being Mapped  
The System will Populate the following Fields Automatically  
Distribution No, Ded Type, Union No and Ded Description

Each Benefit Requires an ER Category  
Select from the LCP Tracker Column  
Drop Down Prompt

Currently the OK Button WILL do the following  
Allow You to Delete a Record that Is Checked to Delete  
Create/Update Mapped Records in the PRTLCP File  
It WILL NOT Advance You to Exit the Screen

In Order to Exit the Screen Select  
Exit to Return to the Main Menu  
or  
Previous to Return to the Selection Menu  
Be Sure to Click OK before Exiting



# LCPtracker

## Union Deductions Mapping

Payroll > Certified Payroll > LCP Tracking Field Mapping

Payroll	LCP Tracker Field Mapping	PRP313
<b>Selection Screen for Union Deductions</b>	Company Number: <input type="text" value="15"/> Division Number: <input type="text" value="0"/> <input type="button" value="←"/> Distribution Code: <input type="text" value="Unions Deductions"/> ▼	

The example of the Detail Screen on the next slide does not show the full screen.

You will be able to map 17 lines per screen.

If additional lines are needed there is a down arrow to access more screens

LCP Tracker Column
Not Selected
Employer - Wages Paid in Lieu of Fringes
Employer - Health and Welfare
Employer - Pension
Employer - Vacation and Holidays
Employer - Training
Employer - All Other
Employer - Traveling/Subsistence
Employee - Voluntary Pension
Employee - Voluntary Medical Insurance
Employee - Savings not Voluntary Pension
Employee - Union Dues
Employee - Other Deductions

Union Deductions will be mapped to one of the 5 EE Categories Listed on Detail Screen



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# LCPtracker

## Union Deductions Mapping

### Payroll > Certified Payroll > LCP Tracking Field Mapping

Payroll LCP Tracker Field Mapping Mode: Update PRP313

**Unions Deductions**

Delete	Distribution Number	Deduction Type	Union Number	Deduction Description	LCP Tracker Column
<input type="checkbox"/>	23	11	540	EE Voluntary Pension	Employee - Voluntary Pension
<input type="checkbox"/>	23	12	540	EE Voluntary Medical Insurance	Employee - Voluntary Medical Insurance
<input type="checkbox"/>	23	13	540	EE Savings Not Voluntary Pen	Employee - Savings not Voluntary Pension
<input type="checkbox"/>	23	14	540	EE Union Dues	Employee - Union Dues
<input type="checkbox"/>	23	15	540	EE Other Deductions	Employee - Other Deductions

Buttons: Exit, Refresh, Previous, Ok

**To Delete a Record  
Check the Delete Field and Click OK**

**Use the Prompt Feature to Select the Deduction being Mapped**

**The System will Populate the following Fields Automatically**

**Distribution No, Ded Type, Union No and Ded Description**

**Each Deduction Requires an EE Category**

**Select from the LCP Tracker Column**

**Drop Down Prompt**

**Currently the OK Button WILL do the following**

**Allow You to Delete a Record that Is Checked to Delete**

**Create/Update Mapped Records in the PRTLCPX File**

**It WILL NOT Advance You to Exit the Screen**

**In Order to Exit the Screen Select**

**Exit to Return to the Main Menu**

**or**

**Previous to Return to the Selection Menu**

**Be Sure to Click OK before Exiting**





# LCPtracker

## Payroll Processing Options

Payroll > Processing > Payroll Proof – Update >

Payroll Proof – Report PRP038

Payroll Register – Report PRP184

Payroll Check – eForms Viewer – Process 3 Payroll Checks

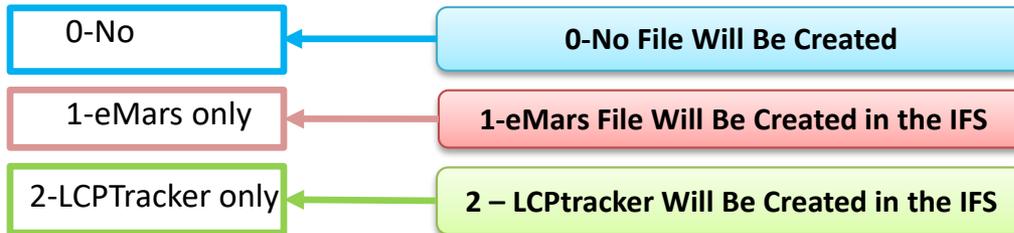
Payroll Update

In order for the LCPtracker file to be created in the Integrated File System (IFS) the following is required:

Last Run This Period equal to Y

Create eMars/LCPtracker File

**Note: Only One of the Options can be Processed at a Time.**





# LCPtracker

## Payroll Update

### Payroll > Processing > Payroll Update

15 000 PC's

Payroll Update Selection

PRP006

Journal Date	<input type="text" value="07/14/2018"/>	Post Multi-Journal Dates	<input type="checkbox" value="N"/>
Last Payroll This Period	<input type="checkbox" value="Y"/>	Backup Cmsfil Before Update	<input type="checkbox" value="N"/>
Update All Runs	<input type="checkbox" value="Y"/>	Begin Backup at:	<input type="text" value="0000"/>
Reports:			
Qtd/Ytd Earnings Register	<input type="checkbox" value="Y"/>		
Include Employees w/o YTD Earn	<input type="checkbox" value="Y"/>		
Include Terminated Employees	<input type="checkbox" value="Y"/>		
State and Local Register	<input type="checkbox" value="Y"/>		
Indirect Labor by Department	<input type="checkbox" value="Y"/>		
Burden Register w/Taxable Amts	<input type="checkbox" value="Y"/>		
Labor & Burden Dist by Job	<input type="checkbox" value="Y"/>		
New Page / Sub Job Totals:			
Labor Dist by Job	<input type="checkbox" value="Y"/>	<input type="checkbox" value="N"/>	
Burden Register by Job	<input type="checkbox" value="Y"/>	<input type="checkbox" value="N"/>	ACH File Member Name <input type="text" value="PR15000"/>
Employee Deduction	<input type="checkbox" value="Y"/>		
Certified Report   Copies	<input type="text" value="01"/>		
Sub Job Totals	<input type="checkbox" value="Y"/>		
Print Detail Deductions/Benefits	<input type="checkbox" value="Y"/>		
Outq/Hold/Save	<input type="text"/>	<input type="checkbox" value="N"/>	<input type="checkbox" value="N"/>
Create ACH Debit		<input type="checkbox" value="Y"/>	

\*\*Note: Employee Earnings posted by      Check Date

**Must be a Final Update  
Last Run This Period - Y**

**Select 2 LCPTracker**

Create eMars/LCPT File?

No  
 eMars  
 LCPTracker



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# LCPtracker

## Employee Deduction Register (PRP062)

Payroll > Processing > Update >

DATE 07/12/2018 PRP062 EMPLOYEE DEDUCTION REGISTER JOURNAL DATE 07/14/2018 TIME 18.07 PAGE 1

NO	EMPLOYEE NAME	CK	WK	TY	NO	NO	DESCRIPTION	AMOUNT	MAXIMUM	TAKEN	TO-DATE	YTD	NOT TAKEN	EKM W/T
000000012	Fendi J Fisher II	R	1		401		401K Pre-Tax	100.00	.00	100.00	200.00	200.00	.00	1
000000012	Fendi J Fisher II	R	1	11	540		EE Voluntary P	60.00	.00	60.00	120.00	120.00	.00	
000000012	Fendi J Fisher II	R	1	12	540		EE Voluntary M	85.50	.00	85.50	171.00	171.00	.00	
000000012	Fendi J Fisher II	R	1	13	540		EE Savings Not	150.00	.00	150.00	300.00	300.00	.00	
000000012	Fendi J Fisher II	R	1	14	540		EE Union Dues	10.00	.00	10.00	20.00	20.00	.00	
000000012	Fendi J Fisher II	R	1	15	540		EE Other Deduc	20.00	.00	20.00	40.00	40.00	.00	
000000012	Fendi J Fisher II	R	1		999		ACH Deposit	1182.78	.00	1182.78	2365.56	2365.56	.00	
	BANK CODE: 333111999						ACCT #: 121212							
000000012	Fendi J Fisher II	R	1		403		ROTH POST-TAX	40.00	.00	40.00	80.00	80.00	.00	
							* EMPLOYEE TOTALS *			1648.28			.00	
000000016	Samantha Lola Steven	R	1		015		EE Ins - Box 1	260.00	.00	260.00	520.00	520.00	.00	2
000000016	Samantha Lola Steven	R	1		101		Tax Y- Gross Y	20.00	.00	20.00	40.00	40.00	.00	0
000000016	Samantha Lola Steven	R	1		999		ACH Deposit	1218.67	.00	1218.67	2437.34	2437.34	.00	
	BANK CODE: 444111999						ACCT #: 161616							
000000016	Samantha Lola Steven	R	1		226		Voluntary Pens	40.00	.00	40.00	80.00	80.00	.00	
000000016	Samantha Lola Steven	R	1		227		Savings not Vo	75.00	.00	75.00	150.00	150.00	.00	
							* EMPLOYEE TOTALS *			1613.67			.00	

The EE Deduction Report (PRP062) can be used to verify your deduction information is correct on the CSV File

Example of the Register Detail by EE



# LCPtracker

## Employee Deduction Register Recap (HRP062)

Payroll > Processing > Update >

-----P/R/DEDUCTIONS-----		-----UNION DEDUCTIONS-----		-----H/R DEDUCTIONS-----				
NO.	DESCRIPTION	AMOUNT	NO.	TY DESCRIPTION	AMOUNT	NO.	TY DESCRIPTION	AMOUNT
999	ACH Deposit	2,401.45	540	11 EE Voluntary Pe	60.00	401	401K Pre-Tax	100.00
			540	12 EE Voluntary Me	85.50	403	ROTH POST-TAX	40.00
			540	13 EE Savings Not	150.00	15	EE Ins - Box 12	260.00
			540	14 EE Union Dues	10.00	101	Tax Y- Gross Y-	20.00
			540	15 EE Other Deduct	20.00	226	Voluntary Pensi	40.00
						227	Savings not Vol	75.00
TOTAL		2,401.45			325.50			535.00
			TOTAL ALL DEDUCTIONS		3,261.95			

15 PC's Construction - 4.1  
 PRP062 EMPLOYEE DEDUCTION REGISTER  
 \*\* DEDUCTION RECAP \*\*

The EE Deduction Report (PRP062) can be used to verify your deduction information is correct on the CSV File

Example of the Register Recap by Deduction



# LCPtracker

## H/R Benefit Register (HRP314)

Payroll > Processing > Update >

15 000 EC's Construction - 4 1

DATE 7/12/18      **HRP314**      H/R BENEFIT REGISTER      JOURNAL DATE 07/14/2018      TIME      PAGE 1

EMP.NO.	EMPLOYEE NAME	SOC SEC #	WEEK #	BENEFIT	PLAN	DESCRIPTION	BENEFIT MATCHING		P/W	AMOUNT	
							TYPE	BENEFIT	AMOUNT		
000000012	Pendi J Fisher II	100-00-0012	1	401	00	401K Deferral -	D	Y	.00	60.00	
									WEEK TOTAL	.00	60.00
									EMPLOYEE TOTAL	.00	60.00
000000016	Samantha Lola Stevenson	100-00-0006	1	008	00	Wages Paid in L	B	N	.00	10.00	
			1	016	00	HR Benefit - ER	B	N	.00	100.00	
			1	021	00	Vacation / Holi	B	N	.00	30.00	
			1	044	00	Training Benefi	B	N	125.00	125.00	
			1	101	00	Taxable Y, Gros	B	N	.00	20.00	
			1	225	00	Retirement Plan	B	N	.00	20.00	
									WEEK TOTAL	125.00	305.00
									EMPLOYEE TOTAL	125.00	305.00
									DIVISION TOTAL	125.00	365.00
									COMPANY TOTAL	125.00	365.00

**The H/R Benefit Register (HRP314) can be used to verify your Benefit information is correct on the CSV File**

**Example of the Register Detail by EE**



# LCPtracker

## H/R Benefit/Deduction Register (HRP036)

Payroll > Processing > Update >

DATE	07/12/2019	HRP036	BE 000 Data Structures	4	1	JOURNAL DATE	07/14/2019	TIME	19.09	PAGE	1
BENEFIT PLAN	DESCRIPTION	AMOUNT	EMP. NO.	EMPLOYEE NAME	EXEMPT	SOC	SEC #				
009	00 Wages Paid in L	10.00	16	Samantha Lola Steven	0	100-00-0006					
	PLAN TOTAL	10.00									
	BENEFIT TOTAL	10.00									
015	00 EE Insurance -	260.00	16	Samantha Lola Steven	2	100-00-0006					
	PLAN TOTAL	260.00									
	BENEFIT TOTAL	260.00									
016	00 HR Benefit - ER	100.00	16	Samantha Lola Steven	0	100-00-0006					
	PLAN TOTAL	100.00									
	BENEFIT TOTAL	100.00									
021	00 Vacation / Holi	30.00	16	Samantha Lola Steven	0	100-00-0006					
	PLAN TOTAL	30.00									
	BENEFIT TOTAL	30.00									
044	00 Training Benefi	125.00	16	Samantha Lola Steven	0	100-00-0006					
	PLAN TOTAL	125.00									
	BENEFIT TOTAL	125.00									
101	00 Taxable Y, SROS	20.00	16	Samantha Lola Steven	0	100-00-0006					
	PLAN TOTAL	20.00									
	BENEFIT TOTAL	20.00									
225	00 Retirement Plan	20.00	16	Samantha Lola Steven	0	100-00-0006					
	PLAN TOTAL	20.00									
	BENEFIT TOTAL	20.00									
226	00 Voluntary Pensi	40.00	16	Samantha Lola Steven		100-00-0006					
	PLAN TOTAL	40.00									
	BENEFIT TOTAL	40.00									
227	00 Savings not Vol	75.00	16	Samantha Lola Steven		100-00-0006					
	PLAN TOTAL	75.00									
	BENEFIT TOTAL	75.00									
401	00 401K Deferral -	160.00	12	Fendi J Fisher II	1	100-00-0012					
	PLAN TOTAL	160.00									
	BENEFIT TOTAL	160.00									
402	00 401K Roth Deduc	40.00	12	Fendi J Fisher II		100-00-0012					
	PLAN TOTAL	40.00									
	BENEFIT TOTAL	40.00									
	DIVISION TOTAL	990.00									
	COMPANY TOTAL	990.00									

The H/R Benefit/Deduction Register (HRP036) can be used to verify your Benefit information is correct on the CSV File

Example of the Register Detail by EE



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# LCPtracker CSV File Retrieval

from  
Mapped Network Drive

The screenshot shows a Windows File Explorer window with the address bar set to `This PC > CMS (\\10.1.1.111) (S:) > LCPT > 15000`. The left sidebar shows the navigation pane with `CMS (\\10.1.1.111) (S:)` selected. The main pane displays a table of files:

Name	Date modified	Type	Size
PR15000.071218.174556.LCPT.	7/12/2018 5:45 PM	Microsoft Excel C...	7 KB
PR15000.071218.180954.LCPT.	7/12/2018 6:09 PM	Microsoft Excel C...	7 KB

A green callout box with the text **Copy or Drag and Drop File to Desktop** has a green arrow pointing to the selected files in the table.



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# LCPtracker

Example of 'CSV File LCPT' Produced by eCMS

Columns AJ-AN are Employer paid benefits -Benefit amount

AJ-Employer - Health and Welfare

AK-Employer - Pension

AL-Employer - Vacation and Holidays

AM-Employer - Training

AN-Employer - All Other

**ER Benefit and EE Deduction**

**Fields Columns in File**

Columns AO-AP are Employee Deductions-Deduction Amount

AO-Employee - Voluntary Pension

AP-Employee - Voluntary Medical Insurance

AJ	AK	AL	AM	AN	AO	AP
ep_haw	ep_pensio	ep_vac_hc	ep_train	ep_all_oth	vol_cont_p	vol_emp_p
100	20	30	125	20	40	0
272	30	30	115	0	60	85.5



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# LCPtracker

Example of 'CSV File LCPT' Produced by eCMS

Columns AV-AX are Employee Deductions

AV- Employee - Union Dues

AW-Employee- Savings

AX-Employee - Other Deductions

AV	AW	AX
dts_dues	dts_saving	dts_other
0	75	1238.67
100	150	1202.78

**EE Deduction**

**Field Columns in File**



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# LCPtracker

Example of 'CSV File LCPT' Produced by eCMS

## Wages paid in Lieu of Fringes and Rate in Lieu of Rate Payment

Column BY is the lieu payment rate

Take the total hours (AI) and divide by the wages paid in lieu of wages (L)

$$\text{Column L/AI} = \text{BY} \quad 10 / 40 = 0.25$$

$$\text{Column L/AI} = \text{BY} \quad 5 / 40 = 0.125$$

E	F	G	H	I	J	K	L	AI	BY
week_end_date	check_nur	ssn	employee	class_code	gross_emp	all_project	wages_pa	Total_Hou	in_lieu_pa
7/12/2018	1128	100-00-00	16		2000	2000	10	40	0.25
7/12/2018	1127	100-00-00	12		2000	2100	5	40	0.125

**Columns used to Calculate**

**Wages Paid in Lieu of Fringes  
and  
Rate in Lieu of Rate Payment**



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# LCPtracker

Example of 'CSV File LCPT' Produced by eCMS

Columns BR-BW are Employer paid benefits

Employee Number 12 Row 1

VAC/HOL/DUE

HEALTH & WELF

PENSION

ALL OTHER

TRAINING RATE

VOL PENSION

VOL MED CON

Column AL/AI = BR

Column AJ/AI = BS

Column AK/AI = BT

Column AN/AI = BU

Column AM/AI = BV

Column AO/AI = BW

Column AP/AI = BX

$$\begin{aligned}
 30 / 40 &= 0.75 \\
 100 / 40 &= 2.5 \\
 20 / 40 &= 0.5 \\
 20 / 40 &= 0.5 \\
 125 / 40 &= 3.125 \\
 40 / 40 &= 1.0 \\
 0 / 0 &= 0.0
 \end{aligned}$$

**Divide**  
**Ben Per Hrs Column**  
**(AJ – AP)**  
**by**  
**Hrs Column (AI)**

AI	AJ	AK	AL	AM	AN	AO	AP
Total_Hou	ep_haw	ep_pensio	ep_vac_hc	ep_train	ep_all_oth	vol_cont_	vol_emp_
40	100	20	30	125	20	40	0
40	272	30	30	115	0	60	85.5

BR	BS	BT	BU	BV	BW	BX
vac_hol_d	emp_ep_h	emp_ep_p	emp_ep_o	training_r	vol_cont_	vol_cont_
0.75	2.5	0.5	0.5	3.125	1	0
0.75	6.8	0.75	0	2.875	1.5	2.137



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# Questions?



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New Online Help: <http://cgportal.computerguidance.com/>



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*Thank You!*