



Module 7 – Advanced Job Payroll

Chapter 02

CERTIFIED PAYROLL WH-347 REPORT

Date	Version	ProjectPro Version	Author
July 04, 2023	1.0	Modified Version	Functional Team

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Advanced Job Payroll – Certified Payroll WH-347 Report

INTRODUCTION

If any business works on federally funded projects as a contractor or a subcontractor, you're required to submit a weekly payroll report. You submit this report, also known as Certified Payroll Report, to the U.S. Department of Labor.

Certified Payroll is a federal payroll report. Government contractors submit Federal Form WH-347 weekly to the agency overseeing the government contract. The form lists every employee, their wages, their benefits, the type of work they did, and the hours they worked. It also shows withholdings and gross wages and includes a statement of compliance.

SETUPS

1. User Setup

To use this functionality user must be permitted with the permission “Allow CPR Functionality” on the User Setup page.

User ID ↑	Service Resp. Ctr. Filter	E-Mail	Allow FA Posting From	Allow FA Posting To	Modify Project Summ... Details	Allow Foreca... Deleti...	Modify Revenue Recogn... Job	Force change work UOM	Enable Lien Release Print	Allow To Block APO	Allow CPR Function...
DYNAMICS\ARJUN.WADHWA					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
DYNAMICS\BILAL.SIDDIQUI					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
DYNAMICS\ED.WILLIAMS					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
DYNAMICS\JETINDER.SAINI					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
DYNAMICS\KANWALJIT.SINGH					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
DYNAMICS\ONBOARDING					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
DYNAMICS\ROSY.MEHTA					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
→ DYNAMICS\SUKHDEV.SHARMA					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
DYNAMICS\YAMINI					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

2. Human Resource Setup

On Human Resource Setup page user need to set up some of the fields under “ProjectPro – Certified Payroll” fast tab as below:

ProjectPro - Certified Payroll	
Payroll Reg. Import XMLPort No	0
WH 347 XLS Template	
Payroll Week Ending Day	Saturday
WH 347 Signatory Party	Michelle de Beaubien
WH 347 Title	Office Manager
WH 347 Contractor Name	ProjectPro Construction Inc.
WH 347 Address 1	247 west lane
WH 347 Address 2	1250 Pittsford Victor Road ste 310
OMB No.	14534
Expires	7/31/2024
Company ID	PP
Picture	

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- **Payroll Week Ending Date** – This is mentioned in the Payroll Register Ledger Entry page, which means this date would be the ending date of the week for which we are preparing the data and the same is also necessary to run the report since it is required to mention the “Period End Date” on the request page of the report.
- **WH 347 Signatory Party** – This mandatory field defines the “Name of the Signatory Party” on the report.
- **WH 347 Title** – Mention the Title of the signatory party here, which will be printed on the report.
- **WH 347 Contractor Name** – Mention the Contractor Name of the contract to be printed on the report.
- **WH 347 Address 1** – The Address mentioned in this field will be the Address of the Contractor on the report.
- **WH 347 Address 2** – This is the long address of the contractor in continuation with the Address 1 field.
- **OMB No.** – OMB stands for “Office of Management and Budget”. An OMB No. is assigned with an expiration date to each government form.
- **Expires** – This is the Expiry date for OMB No. allotted by the government.
- **Company ID** – Mention the Company ID for the company which will be printed on the report against each employee working.
- **Picture** – This is the logo of the Contractor company which will be printed on the report.

3. Company Information Setup

On the Company Information page, the details of the Company need to be mentioned like.

- **Name of the Company**
- **Address of the Company**
- **City**
- **Zip Code**
- **Country/Region Code**

This information will be printed on the report which will tell the company’s information.

EMPLOYEE

We need to create the employees in our System so that the Employees who are working and mentioned in the “Payroll Register Ledger Entry” page will be matched to each other and the data for them could be filled. To create the Employees user need to search Employee in the global search and click on the result.

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The screenshot shows a search bar with 'Employee' entered. Below it, under 'Go to Pages and Tasks', the 'Employees' option is highlighted with a red box. Other options include 'Pay Employee' and 'Employee Check'. To the right, there is a sidebar with various menu items like 'Purchase Invoices', 'Purchasing', 'Actual vs. Budget', etc.

Once we click on the Employees the Employee List page will open here, we need to click on the “New” button.

The screenshot shows the 'Employees' list page. A table lists employees with columns for No., First Name, Last Name, Job Title, Company Phone No., Search Name, and Comment. The 'New' button in the top navigation bar is highlighted with a red box.

No. ↑	First Name	Last Name	Job Title	Company Phone No.	Search Name	Comment
L-1001	David	Miller			DAVID MILLER	No
L-1003	Mary	Johnson			MARY JOHNSON	No
L-1004	Michele	Johnsson			MICHELE JOHNSON	No
L-1005	Bill	Avery			BILL AVERY	No

When we click on New the Employee card will get opened and here, we need to fill in the basic details of the employee like Employee No., First Name, Middle Name, Last Name, etc. we are filling in just some of the details Employee card users can fill in as per their requirements.

Note: The user needs to keep in mind that Employee No. and Employee Name must be the same as we are mentioning in the “Payroll Register Ledger Entry” page small difference will create errors while importing and exporting the data in the ledger entry page.

CREATING SKILL CLASS CODE

As we noticed that in Payroll Register Ledger Entry page there is a field “Skill Class” which denotes the skill of an individual employee.

To create the Skill Class user need to search the word “Skill Class” in Global Search and click on the result.

The screenshot shows the 'Employee Card' for L-1001 David Miller. A search bar at the top contains 'skill Class'. Below it, under 'Go to Pages and Tasks', the 'Skill Classes' option is highlighted with a red box. The page also shows a 'Saved' status and some date fields at the bottom.

Once the user clicks on Skill Classes the list page will open and the user needs to click on “New”. Fill in the “Code” field and “Description” field and click OK.

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Code ↑	Description
DRVR	Driver
ELECT	ELECT
ELECT-JRN	Elect-JRN
INSTALL	Installation
LABR	Laborer
MECH	Mech
OPER	OPER
OPER1	OPER1
OPER2	Operator CL2
PLUM	PLUM
PM	Project Manager
SUPER	Supervisor
TECH	Technician

Note: The user needs to keep in mind that the “Skill Class” must be the same as we are mentioning in the Payroll Register Ledger Entry page, small difference will create errors while importing and exporting the data in the ledger entry page.

PAYROLL REGISTER LEDGER ENTRIES

To open the “Payroll Register Ledger Entries” page, user need to click on “Payroll Interface → Payroll Register Ledger Entries” on the ProjectPro Manager Role Centre.

The screenshot shows the ProjectPro Manager Role Centre interface. The navigation menu includes: Journals, Cash Management, Posted Documents, ProjectPro Reports, ProjectPro Reports (Cont.), Customers, and Payroll Interface. The Payroll Interface dropdown menu is open, showing options like Payroll Journal Interface, Payroll Interf Archive Entries, and Payroll Register Ledger Entries (highlighted with a red box). Other options include Job Journal, Job G/L Journal, Resource Journal, Change Job Planning Line Date, Split Planning Lines, Job Create Sales Invoice, Job Calculate WIP, Job Post WIP to G/L, Navigate, Job, Profit - Cost, Actual vs. Budget, Aging, Subcontracts, and ProjectPro Reports.

Once we click on the same, then the “Payroll Register Ledger Entries” page will open.

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ProjectPro Constructions Inc.													
Payroll Register Ledger Entries: All													
Entry No. ↑	Company ID	EE ID No.	Employee Name	Job No.	Skill Class	Payroll No.	Federal Exemptions	Employee Class	Union Dues	Social Security No.	Period End Date	Basic Rate	Regular Hours
1	PP	L-1005	Bill Avery	PR2005	SUPER	P220826	0	SU	8.00	4365	1/14/2023	57.50	8.00
2	PP	L-1005	Bill Avery	PR2005	SUPER	P220826	0	SU	8.00	4365	1/14/2023	57.50	7.00
3	PP	L-1005	Bill Avery	PR2005	SUPER	P220826	0	SU	8.00	4365	1/14/2023	57.50	8.00
4	PP	L-1005	Bill Avery	PR2005	SUPER	P220826	0	SU	8.00	4365	1/14/2023	57.50	8.00
5	PP	L-1005	Bill Avery	PR2005	SUPER	P220826	0	SU	8.00	4365	1/14/2023	57.50	8.00
6	PP	L-1001	David Miller	PR2005	OPER1	P220826	4	O1	4.00	3250	1/14/2023	55.00	6.00
7	PP	L-1001	David Miller	PR2005	TECH	P220826	4	TE	4.00	3250	1/14/2023	55.00	2.00
8	PP	L-1001	David Miller	PR2005	OPER2	P220826	4	O2	4.00	3250	1/14/2023	55.00	7.00
9	PP	L-1001	David Miller	PR2005	SUPER	P220826	4	SU	4.00	3250	1/14/2023	55.00	1.00
10	PP	L-1001	David Miller	PR2005	OPER1	P220826	4	O1	4.00	3250	1/14/2023	55.00	8.00
11	PP	L-1001	David Miller	PR2005	OPER1	P220826	4	O1	4.00	3250	1/14/2023	55.00	8.00
12	PP	L-1003	Mary Johnson	PR2005	TECH	P220826	1	TE	4.00	1321	1/14/2023	60.45	7.00
13	PP	L-1003	Mary Johnson	PR2005	TECH	P220826	1	TE	4.00	1321	1/14/2023	60.45	8.00

14	PP	L-1003	Mary Johnson	PR2005	TECH	P220826	1	TE	4.00	1321	1/14/2023	60.45	7.00
15	PP	L-1003	Mary Johnson	PR2005	TECH	P220826	1	TE	4.00	1321	1/14/2023	60.45	8.00
16	PP	L-1003	Mary Johnson	PR2005	TECH	P220826	1	TE	4.00	1321	1/14/2023	60.45	6.00
17	PP	L-1004	Michele Hansson	PR2005	ELECT-JRN	P220826	3	EJ	12.00	4545	1/14/2023	57.80	8.00
18	PP	L-1004	Michele Hansson	PR2005	ELECT-JRN	P220826	3	EJ	12.00	4545	1/14/2023	57.80	8.00
19	PP	L-1004	Michele Hansson	PR2005	ELECT-JRN	P220826	3	EJ	12.00	4545	1/14/2023	57.80	8.00
20	PP	L-1004	Michele Hansson	PR2005	ELECT-JRN	P220826	3	EJ	12.00	4545	1/14/2023	57.80	8.00
21	PP	L-1004	Michele Hansson	PR2005	ELECT-JRN	P220826	3	EJ	12.00	4545	1/14/2023	57.80	8.00

In the above screenshots, a sample data has been created for 4 different Employees.

IMPORTING/EXPORTING THE DATA IN THE PAYROLL REGISTER LEDGER ENTRIES

The data in the “Payroll Register Ledger Entries” page can be created both manually and by importing the data in an Excel file. Similarly, data can also be exported to an Excel file.

1. Manual Entry

Users can create the data manually by clicking either “New” or “Edit List” option on the ribbon and filling in the details manually in the “Payroll Register Ledger Entries” page lines.

2. Import from Excel and Export to Excel

To enter bulk data employees, user can use “Import from Excel” function.

To review and make editions to the data, users can use “Export to Excel Function” as well. Once the data is reviewed, edited, or added new entries into the existing one, user can import the file again into the system using the Import function.

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Entry No. ↑	Company ID	EE ID No.	Employee Name	Job No.	Skill Class	Payroll No.	Federal Exemptions	Employee Class	Social Security No.	Period End Date	Basic Rate
1	PP	L-1005	Bill Avery	PR2005	SUPER	P220826	0	SU	4365	1/14/2023	57.50
2	PP	L-1005	Bill Avery	PR2020	PLUM	P220826	0	PL	4365	1/14/2023	78.75
3	PP	L-1005	Bill Avery	PR2020	PLUM	P220826	0	PL	4365	1/14/2023	118.13
4	PP	L-1005	Bill Avery	PR2005	SUPER	P220826	0	Su	4365	1/14/2023	57.50
5	PP	L-1005	Bill Avery	PR2005	SUPER	P220826	0	SU	4365	1/14/2023	57.50
6	PP	L-1005	Bill Avery	PR2005	PLUM	P220826	0	PL	4365	1/14/2023	118.13

3. Export to Excel Template

In case, user do not have a template available to them, they can use the “Export to Excel Template” function. This will export a blank template in Excel format where they can add data and import the same by the import function.

Entry No. ↑	Company ID	EE ID No.	Employee Name	Job No.	Skill Class	Payroll No.	Federal Exemptions	Employee Class	Social Security No.	Period End Date	Basic Rate
1	PP	L-1005	Bill Avery	PR2005	SUPER	P220826	0	SU	4365	1/14/2023	57.50
2	PP	L-1005	Bill Avery	PR2020	PLUM	P220826	0	PL	4365	1/14/2023	78.75
3	PP	L-1005	Bill Avery	PR2020	PLUM	P220826	0	PL	4365	1/14/2023	118.13
4	PP	L-1005	Bill Avery	PR2005	SUPER	P220826	0	Su	4365	1/14/2023	57.50

Once the user clicks on the “Export to Excel Template” button the data which is already available on the “Payroll Register Ledger Entry” page will also get downloaded in Excel format and can add more data to it easily, if required.

Employee	Federal Ex	Union Duct	Social Sec	Period End	Basic Rate	Regular H	OT Hours	Regular Ea	OT Earnin	Other Ho	Other Eari	Gross Pay	Federal Ta	FICA	State Tax	City / Loca	Voluntary	Direct Dep	N
Bill Avery	0	8	4365	01/14/23	57.5	6	2	345	115	2	115	3,335.65	257.45	192	89.45	166.78	10	2,611.97	2
Bill Avery	0	8	4365	01/14/23	78.75	2	0	157.5	0	0	0	3,335.65	257.45	192	89.45	166.78	10	2,611.97	2
Bill Avery	0	8	4365	01/14/23	118.13	0	2	0	236.26	0	0	3,335.65	257.45	192	89.45	166.78	10	2,611.97	2
Bill Avery	0	8	4365	01/14/23	57.5	7	0	402.5	0	0	0	3,335.65	257.45	192	89.45	166.78	10	2,611.97	2
Bill Avery	0	8	4365	01/14/23	57.5	8	0	460	0	0	0	3,335.65	257.45	192	89.45	166.78	10	2,611.97	2
Bill Avery	0	8	4365	01/14/23	118.13	0	3	0	354.39	0	0	3,335.65	257.45	192	89.45	166.78	10	2,611.97	2
Bill Avery	0	8	4365	01/14/23	57.5	8	0	460	0	0	0	3,335.65	257.45	192	89.45	166.78	10	2,611.97	2
Bill Avery	0	8	4365	01/14/23	57.5	8	0	460	0	0	0	3,335.65	257.45	192	89.45	166.78	10	2,611.97	2
Bill Avery	0	8	4365	01/14/23	57.5	0	0	0	0	4	230	3,335.65	257.45	192	89.45	166.78	10	2,611.97	2
David Mill	4	4	3250	01/14/23	55	6	0	330	0	0	0	2,341.00	99.89	111	89.45	0	15	2,021.66	2
David Mill	4	4	3250	01/14/23	57.5	2	0	115	0	0	0	2,341.00	99.89	111	89.45	0	15	2,021.66	2
David Mill	4	4	3250	01/14/23	57	8	0	456	0	0	0	2,341.00	99.89	111	89.45	0	15	2,021.66	2
David Mill	4	4	3250	01/14/23	115	0	2	0	230	0	0	2,341.00	99.89	111	89.45	0	15	2,021.66	2
David Mill	4	4	3250	01/14/23	55	8	0	440	0	0	0	2,341.00	99.89	111	89.45	0	15	2,021.66	2

CERTIFIED PAYROLL WH-347 REPORT

Click on the “Certified Payroll WH-347 Report” to print the report.

Advanced Job Payroll – Certified Payroll WH-347 Report

Entry No. ↑	Company ID	EE ID No.	Employee Name	Job No.	Skill Class	Payroll No.	Federal Exemptions	Employee Class	Social Security No.	Period End Date	Basic Rate	Regular Hours
1	PP	L-1005	Bill Avery	PR2005	SUPER	P220826	0	SU	4365	1/14/2023	57.50	6.0

On the report request page, enter the “Period End Date” and the “Job No”. for which the report needs to run as per the data entered in the “Payroll Register Ledger Entries”.

Payroll Register Ledger Entries

Search + New Edit

Entry No. ↑	EE ID No.
1	L-1005
2	L-1005
3	L-1005
4	L-1005
5	L-1005
6	L-1001
7	L-1001
8	L-1001
9	L-1001
10	L-1001
11	L-1001
12	L-1001

Certified Payroll WH-347 Report

Printer: (Handled by the browser)

Report Layout: ./Layouts/NSCertifiedPayrollIWDNew.rdl

Period End Date: 1/14/2023

Filter: WH347 TempTable

× Job No.: PR2005

+ Filter...

Send to...
Print
Preview
Cancel

Once we click on the Preview button the report will be previewed.

Page 1

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U.S. Department of Labor
Wage and Hour Division

PAYROLL

(For Contractor's Optional Use; See INSTRUCTIONS at www.dol.gov/whd/forms/wh347instr.htm)

Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number.



Rev. Dec. 2008

Name of Contractor: <input type="checkbox"/> ProjectPro Constructions Inc.		Or Sub-Contractor: <input type="checkbox"/>		Address: 1250 Pittsford Victor Road Ste 310, Pittsford, NY, 14534		OMB No.: 14534 Expires: 7/31/2024																
Payroll No.: P220826		For Week Ending: 1/14/2023		Project and Location: Generator for Data Center		Project or Contract No.: PR2005/G93452																
250 E Huron St, Building 5, Chicago, IL, 60631.																						
(1) Name and individual identifying number (e.g., Last four digits of social security number) of worker	(2) No. of With-Holding Exemptions	(3) Work Classifications	O.T.	(4) Day & Date							(5) Total Hours	(6) Rate Of Pay	(7) Gross Amount Earned	(8) Deductions					(9) Net Wages Paid For Week			
				S M T W T F S										FICA	With-Holding Tax	State Tax	City/Local Tax	Others		Total Deductions		
				1/8	1/9	1/10	1/11	1/12	1/13	1/14												
Hours Worked Each Day																						
Bill Avery XXX-XX-4365	0	PLUM	S.T.																			
			O.E.																			
			OT					3.00														
Bill Avery XXX-XX-4365	0	SUPER	S.T.																			
			O.E.																			
			OT					2.00														
Bill Avery XXX-XX-4365	0	TECH	S.T.																			
			O.E.																			
			OT																			
Mary Johnson XXX-XX-1321	1	TECH	S.T.																			
			O.E.																			
			OT																			
David Miller XXX-XX-3250	4	OPER1	S.T.																			
			O.E.																			
			OT																			
David Miller XXX-XX-3250	4	OPER2	S.T.																			
			O.E.																			
			OT																			

While completion of Form WH-347 is optional, it is mandatory for covered contractors and subcontractors performing work on Federally financed or assisted construction contracts to respond to the information collection contained in 29 C.F.R. §§ 3.3, 5.5(g). The Copeland Act (40 U.S.C. § 3145) contractors and subcontractors performing work on Federally financed or assisted construction contracts to "furnish weekly a statement with respect to the wages paid each employee during the preceding week." U.S. Department of Labor (DOL) regulations at 29 C.F.R. § 5.5(a)(3)(ii) require contractors to submit weekly a copy of all payrolls to the Federal agency contracting for or financing the construction project, accompanied by a signed "Statement of Compliance" indicating that the payrolls are correct and complete and that each laborer or mechanic has been paid not less than the proper Davis-Bacon prevailing wage rate for the work performed. DOL and federal contracting agencies receiving this information review the information to determine that employees have received legally required wages and fringe benefits.

Public Burden Statement

We estimate that it will take an average of 55 minutes to complete this collection, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding these estimates or any other aspect of this collection, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S3502, 200 Constitution Avenue, N.W. Washington, D.C. 20210

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U.S. Department of Labor
Wage and Hour Division

PAYROLL



(For Contractor's Optional Use; See Instructions at www.dol.gov/whd/forms/wh347instr.htm)

Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number.

Rev. Dec. 2008

Name of Contractor: <input type="checkbox"/>		Or Sub-Contractor: <input type="checkbox"/>		Address:		1250 Pittsford Victor Road Ste 310, Pittsford, NY, 14534		OMB No.: 14534													
ProjectPro Constructions Inc.								Expires: 7/31/2024													
Payroll No.: P220826		For Week Ending: 1/14/2023		Project and Location:		Generator for Data Center 250 E Huron St, Building 5, Chicago, IL, 60631.		Project or Contract No.: PR2005/G93452													
(1) Name and individual identifying number (e.g., Last four digits of social security number) of worker	(2) No. of With-Holding Exemptions	(3) Work Classifications	(4) Day & Date							(5) Total Hours	(6) Rate Of Pay	(7) Gross Amount Earned	(8) Deductions					(9) Net Wages Paid For Week			
			O.T	S	M	T	W	T	F				S	FICA	With-Holding Tax	State Tax	City/Local Tax		Others	Total Deductions	
			S.T	1/8	1/9	1/10	1/11	1/12	1/13				1/14								
Hours Worked Each Day																					
David Miller XXX-XX-3250	4	SUPER										\$2,341.00									
										2.00	\$115.00	\$230.00									
													\$111.00	\$99.69	\$89.45		\$19.00	\$319.34	\$2,021.66		

While completion of Form WH-347 is optional, it is mandatory for covered contractors and subcontractors performing work on Federally financed or assisted construction contracts to respond to the information collection contained in 29 C.F.R. §§ 3.3, 5.5(a). The Copeland Act (40 U.S.C. § 3145) contractors and subcontractors performing work on Federally financed or assisted construction contracts to "furnish weekly a statement with respect to the wages paid each employee during the preceding week." U.S. Department of Labor (DOL) regulations at 29 C.F.R. § 5.5(a)(3)(i) require contractors to submit weekly a copy of all payrolls to the Federal agency contracting for or financing the construction project, accompanied by a signed "Statement of Compliance" indicating that the payrolls are correct and complete and that each laborer or mechanic has been paid not less than the proper Davis-Bacon prevailing wage rate for the work performed. DOL and federal contracting agencies receiving this information review the information to determine that employees have received legally required wages and fringe benefits.

Public Burden Statement

We estimate that it will take an average of 55 minutes to complete this collection, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding these estimates or any other aspect of this collection, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S3502, 200 Constitution Avenue, N.W. Washington, D.C. 20210

Advanced Job Payroll – Certified Payroll WH-347 Report

Date : 06/26/2023

I, Michelle de Beaubien (Name of Signatory Party), Office Manager (Title)

do hereby state that:

(1) That I pay or supervise the payment of the persons employed by ProjectPro Constructions Inc. (Contractor or Subcontractor) on the Generator for Data Center ; that during the payroll period commencing on the 8 day of January, 2023 and ending the 14 day of January, 2023 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 ProjectPro Constructions Inc. (Contractor or Subcontractor) from the full weekly wages earned by any person and that no deductions have to be made either directly or indirectly from the full wages earned by any persons, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, amended (48 Stat. 948-63 Stat. 108, 72 Stat. 967; 76 Stat. 357-40 U.S.C. 276c), and described below:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete, that 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 in the 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.

(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 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

REMARKS:

NAME & TITLE: Michelle de Beaubien, Office Manager 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 & 231 of Title 31 of the United States code.

Note: The data on Page 3 is coming from the fields which we have filled on the “Human Resource Setup” under the “ProjectPro - Certified Payroll” fast tab.

Human Resources Setup

Home Employee Documents

Human Res. Units of Measure
 Causes of Inactivity
 Import WH347 XLS Template...

Causes of Absence
 Grounds for Termination
 Export WH347 XLS Template...

ProjectPro - Certified Payroll

Payroll Reg. Import XMLPor... <input type="text" value="0"/>	WH 347 Address 2 <input type="text" value="1250 Pittsford Victor Road ste 310"/>
WH 347 XLS Template <input type="text"/>	OMB No. <input type="text" value="14534"/>
Payroll Week Ending Day <input type="text" value="Saturday"/>	Expires <input type="text" value="7/31/2024"/>
WH 347 Signatory Party <input type="text" value="Michelle de Beaubien"/>	Company ID <input type="text" value="PP"/>
WH 347 Title <input type="text" value="Office Manager"/>	Picture
WH 347 Contractor Name <input type="text" value="ProjectPro Construction Inc."/>	
WH 347 Address 1 <input type="text" value="247 west lane"/>	