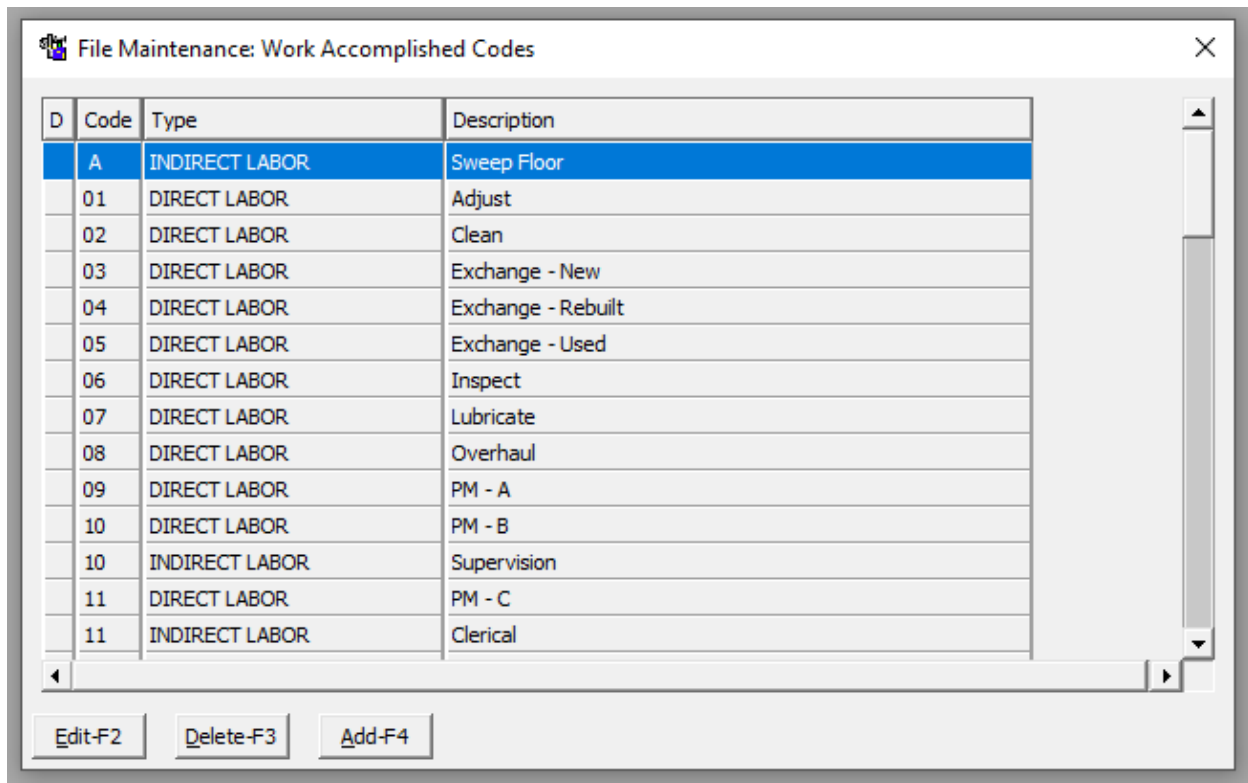


Indirect Labor

The Indirect Labor section is used to keep track of the labor by your mechanics that is not directly related to a specific vehicle, such as clean-up, washing vehicles or retrieving parts. This gives you valuable information about the production levels of your mechanics and shops. This information is necessary if you wish to track the TRUE labor production of a shop. For example, if 20 hours out of a 40 hour week of a mechanics time is spent on labor that isn't recorded on a repair order, that labor will be regarded as LOST HOURS unless accounted for as Indirect Labor. There are several Shop Labor Management reports in the Shop Management Report section.

In order to enter Indirect Labor you will first set up Work Accomplished codes. This file is found on the SETUP menu.



The screenshot shows a software window titled "File Maintenance: Work Accomplished Codes". It contains a table with four columns: "D", "Code", "Type", and "Description". The table lists various labor codes and their corresponding types and descriptions. The first row is highlighted in blue. Below the table, there are three buttons: "Edit-F2", "Delete-F3", and "Add-F4".

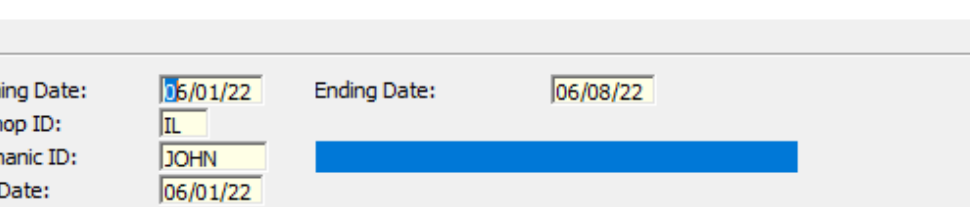
D	Code	Type	Description
	A	INDIRECT LABOR	Sweep Floor
	01	DIRECT LABOR	Adjust
	02	DIRECT LABOR	Clean
	03	DIRECT LABOR	Exchange - New
	04	DIRECT LABOR	Exchange - Rebuilt
	05	DIRECT LABOR	Exchange - Used
	06	DIRECT LABOR	Inspect
	07	DIRECT LABOR	Lubricate
	08	DIRECT LABOR	Overhaul
	09	DIRECT LABOR	PM - A
	10	DIRECT LABOR	PM - B
	10	INDIRECT LABOR	Supervision
	11	DIRECT LABOR	PM - C
	11	INDIRECT LABOR	Clerical

Buttons: Edit-F2, Delete-F3, Add-F4

Indirect Labor Entry is found on the Operations Menu

[illegible]

Fill in the beginning and ending date of the payroll week, shop and mechanic info, date of labor, the code and hours involved.



Indirect Labor Detail

Beginning Date: 06/01/22 Ending Date: 06/08/22

Shop ID: IL

Mechanic ID: JOHN

Date: 06/01/22

Labor Code: A

Hours: 2.00

OK Cancel