

LABOUR HOURS COST CENTRES

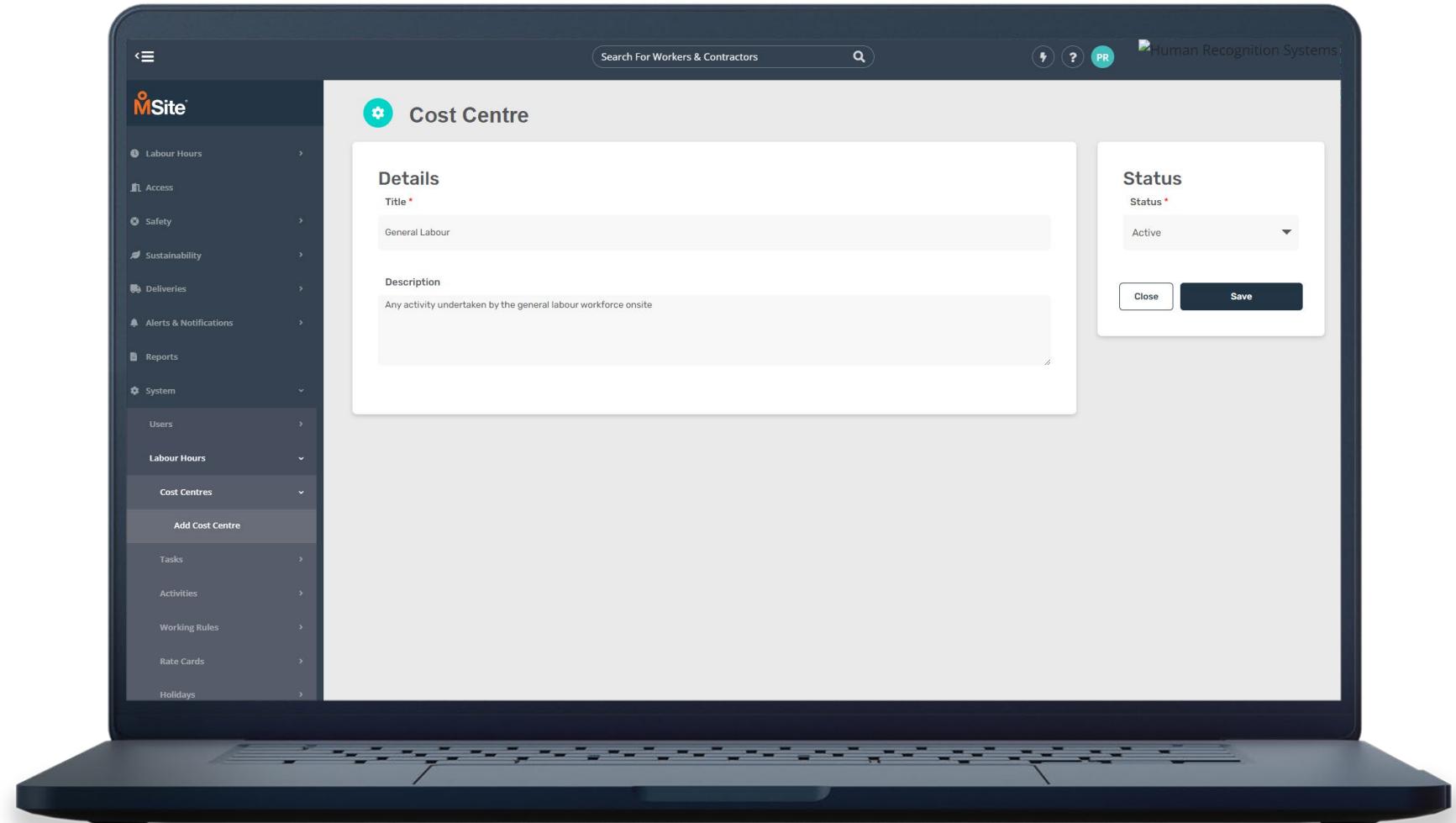


LABOUR HOURS COST CENTRES

Cost Centres

The cost centre will allow you to create specified areas of costing that may run at different pay rates. E.G General Labour, HGV Operative etc.

- In the **MSite Toolbar** on the left, select:
 - **System** ➔ **Labour Hours** ➔ **Cost Centres** ➔ **Add Cost Centre**
- Enter the **Title & Description** into the details area to create a new **Cost Centre**
- Then make the **Status** on the left-hand side, **Active** or **Inactive**





Be Safe. Be Productive. Be One.