



LABOUR HOURS FAQs



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FAQs



0151 230 5593



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07:00 – 17:30, Mon – Fri

Q. Is it possible to site scope Labour Hours?

A. Yes.

Q. Do you have to be a Project/Main Contractor User to have the ability to allocate hours, add/edit extras and approve extras?

A. No – Contractor users can be provisioned with permissions to do all of the above, through the Labour Hours settings page.

Q. Is it possible for a worker to be on more than one working rule for a given day?

A. No – only a single working rule can be assigned on any given day. It is possible however, for a worker to have a different working rule for each day.

Q. Is it possible to schedule a rate card to come into effect in the future?

A. Yes, rate cards can be scheduled to come into effect at a future date, such as a date that in the future when a new pay rate is due to come into effect.

Q. What happens to working hours allocated after the allocation deadline?

A. They will not appear/be visible in the current reporting week and will instead appear in the next reporting week.

Q. What happens when the approval deadline arrives?

A. The reporting week is frozen for all user types.

- The reporting week becomes available in the Payable Hours by Contractor report.
- The data goes to payroll.



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