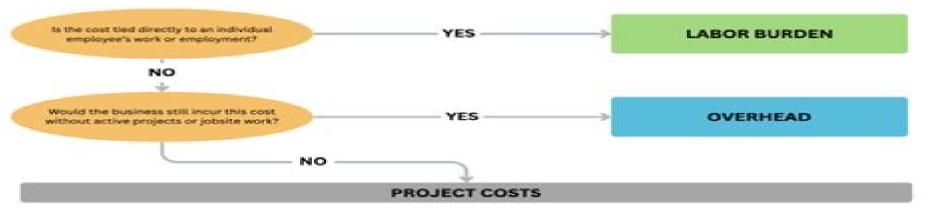
# Labor Burden vs. Overhead: Cost Classification Reference



## Common Labor Burden Costs

Labor burden includes costs that exist only because an individual employee is on the payroll. These costs vary with headcount and are tied directly to wages, benefits, and job-specific needs.

Taxes - Payroll taxes (Social Security, Medicare, federal unemployment, state unemployment)

Workers' Compensation - Workers' compensation insurance premiums.

Health Benefits - Employer-paid health insurance, employer-paid dental insurance, employer-paid vision insurance

Paid Time Off (PTO) - Paid holidays, paid vacation time, paid sick leave, paid personal leave, paid jury duty leave

Retirement Contributions - 40100 matching contributions, pension contributions, profit-sharing contributions

Life and Disability Insurance - Life insurance premiums, short-term disability insurance, long-term disability insurance

Safety and Compliance - Mandatory safety training, required certifications, personal protective equipment (PPE)

Role-Specific Equipment and Benefits - Company-provided cell phones, company vehicles assigned to employees, vehicle insurance for employee use, per diem allowances, travel reimbursements, relocation assistance for employees, specialized training beyond mandatory requirements, educational assistance, tuition reimbursement, tools and equipment provided for individual employee use, uniforms or company-provided work clothing, housing stippends,

wellness program benefits (if employer-paid)

## **Common Overhead Costs**

Overhead includes general business costs that remain relatively fixed, whether one employee is hired or one hundred. These costs support the company as a whole, not any single worker or project.

Facilities - Rent for office or warehouse space

Utilities - Electricity, water, internet, gas-

Administrative Salaries - HR, finance, marketing, legal, office management.

Office Operations - Office supplies, office furniture

Insurance - General liability insurance, property insurance, commercial umbrella policies

IT Systems - Company-wide accounting software, CRM systems, general office software licenses.

Professional Services - Legal services, accounting services not tied to a specific project.

## Context-Dependent Costs

Some costs may shift between labor burden and overhead depending on how they are used. Evaluating how closely a cost ties to an individual employee helps determine the correct classification.

Company Vehicles - Vehicles provided for employee use

Labor burden if assigned to an individual employee; overhead if shared across multiple employees or departments

Bonuses and Incentives - Employee bonuses, discretionary performance incentives

Labor burden if tied to project performance; overhead if tied to overall company results

Small Tools and Consumables - Inexpensive tools and materials used during construction work

- Labor burden if assigned to and used exclusively by an individual employee; overhead if shared generally across employees or jobsites.
   Specialized Training (Beyond Basic Requirements) Non-mandatory certifications, career development programs.
- Labor burden if required for job performance; overhead if general or optional.

This guide is provided for general informational purposes. For project-specific or company-specific classifications, consult a qualified accounting professional.

# **The Labor Reference**

**United States. Bureau of the Census** 

## The Labor Reference:

The Labor Reference Book Adrian A. Paradis,1972

1980 Census of Population: Characteristics of the population ,1982

1980 Census of Population ,1982 Statistics organized by states and territories

1980 Census of Population:

1

World Development Indicators 2012 World Bank, 2012-04-18 World Development Indicators 2012 is a compilation of relevant high quality and internationally comparable statistics about development and the quality of people's lives Organized around six themes world view people the environment the economy states and markets and global links it aims to put data into the hands of policy makers development specialists students and the public The full dataset used to produce World Development Indicators contains more than 1 000 indicators for 216 economies with many time series extending back to 1960 And as a major part of the World Bank's open data initiative the data are freely available for use and reuse under an open license A companion printed volume the little data book 2012 presents a selection of indicators for each economy and the biennial statistics for small states presents data for less populated developing countries Any assessment of the Millennium Development Goals must acknowledge that amid all the signs of progress there are gaps Some targets will not be reached in this decade or the next Likewise the statistical record is still incomplete Continuing progress will require renewed commitment and careful monitoring 

Decisions of the Maritime Subsidy Board, Maritime Administration,

Department of Commerce United States. Maritime Subsidy Board, 1973 Vol 1 includes decisions of the Maritime

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