

Job Costing (JC)

The system serve in setting up and monitoring the progress of projects and individual work orders. The system is based on a work breakdown structure providing the facility to control costs and utilization of resources down to the level of an activity with in a work order. Activity represents the lowest element of work, the set up and progression of which can be effectively managed.

General Features:

- All time based costs charged work orders are at standard rates per grade of employee and type of plant and equipment.
- All consumables and direct purchases are charged to work orders at actual costs.
- Capable to monitor costs on work orders by activity.
- Capable to maintain budgeted costs for each work order and each activity within a work order and monitor actual costs against variance analysis.
- Capable to maintain budgeted income by work order and by activity and to monitor actual income against this.
- Capable to track revisions to budgeted income on work orders and budgeted costs, man-hours and machine-hours against each activity.
- Capable to categorize costs (list and define) and accumulate categorized costs (labor, direct purchases, consumables, machine-time costs, overhead and others) by work order and for work-in-progress (WIP) in total.
- Capable ton convert WIP into progress billing, and reduce WIP accordingly.

Interface with other Systems:

Job Costing System is integrated with other MIS systems i.e. General Ledger, Purchase Order Processing, Stock Control, Accounts Payable, Accounts Receivable, Personnel & Payroll, Cash Management,

System Setup and Maintenance:

- Capable to set up and amend craft codes and corresponding descriptions for categories of labour.

- Capable to set up and amend equipment codes (in line with Fixed Assets system) and corresponding descriptions for categories of plant and equipment.
- Capable to set up and amend cost center codes (in line with General Ledger system) and corresponding descriptions for business units to facilitate posting of recoveries.
- Capable to set up and amend employee number ranges corresponding to craft codes and cost center codes.
- Capable to set up and amend foreign exchange rates.
- Capable to set up and amend accounting calendars and resource calendars (by cost center).
- Capable to assign and identify a structured work order number based on work order types (Construction, Maintenance, etc...).
- Capable to set up and amend client's name and client's contract references by short name and alpha numeric code.
- Capable to set up and amend for each work order/sub-order the following:
 - Project Name
 - Project Manager Name
 - Contract Period
 - Target Start Date
 - Current Start Date
 - Actual Start Date
 - Target Completion Date
 - Current Completion Date
 - Actual Completion Date
 - Expected Invoicing Dates.
- Capable to manually update the status of work orders (not started, in progress, completed) and provide for a grouping facility by status.
- Capable to set up original budgeted man-hours, machine-hour, cost of direct purchases, cost of direct consumables, and overhead against each activity code.
- Capable to update and independently track approved changes to original budgeted machine-hours, cost of direct purchases, cost of direct consumables, and overhead by activity code.
- Capable to identify work orders where income is recognized based on a percentage completion method.
- Capable to nominate work orders, based on nature of work and duration, for income recognition either by:
 - 1-automatic computation of percentage to complete (based actual costs to date) by activity code
 - 2-computation of percentage to complete on manual update of progress percentage (based on engineering estimates) against each activity code.

Revenue and Progress of Work Orders:

- Capable to hold original work order value in K.D. and foreign currencies.
- Capable to hold the value of variations to the original work order value.
- Capable to hold and report anticipated revenue (original + variations) on work orders.
- Capable to update the amount of work invoiced (current month and cumulative to date).
- Capable to compute WIP (based on standard cost of labor and overhead, actual cost of direct purchases and consumables, and attributable operating profit) on work orders where profit is recognized on a percentage completion method.
- Capable to manually input the cost to complete in order to compute the percentage of completion (based on which the company will be able to compute the percentage of profit) on work orders where profit is recognized on a percentage completion method.
- Capable to estimate final profit on open jobs (based on percentage of completion using costs to date in relation to estimated total cost, or engineering estimates expressed as a percentage of total cost, on each activity).
- Capable to compute total billings in excess of costs on work orders in progress.
- Capable to transfer of values from one activity to another or from one work order to another (in order to facilitate merging activities from two work orders together to perform physically as one activity and distribute costs between originating work orders).
- Capable to hold and facilitate the update of forecast revenue by month; and to report forecast revenue for the current month and the next month.

Allocation of Man-Hour Costs to Work Orders:

- Capable to capture number of labor hours spent by:
 - Work Order
 - Activity
 - Employee
 - Craft
 - Cost Center
 - Normal Hours
 - Categories of Overtime Hours
- Capable to add on electronic time and data capturing devices on site.

Analysis of Man-Hours by Work Order/by Activity:

- Capable to compute average man-hour cost by work order and by activity.
- Capable to hold and periodically allow a manual update of the most probable hours at completion against each activity code.
- Capable to hold and periodically allow a manual update of the percentage of progress (based on engineering estimates) against each activity code.

Project Cost and Commitments:

- Capable to compute current period and cumulative labor costs for each activity (code) based on the number of labor hours spent by each category of labor (craft).
- Capable to compute current period and cumulative machine-hour costs for each activity (code) based on the number of machine time usage on activities clocked by each cost center.
- Capable to allow for the input of committed expenditure (purchase orders and sub-contract) for the current period against each activity code.
- Capable to manually update current period costs to be committed against each activity code.
- Capable to hold most probable final cost (costs and commitments to date + costs to be committed) against each activity code for the current month and the last month.
- Capable to hold and facilitate the update of budgeted contingency cost against each work order/sub-order.

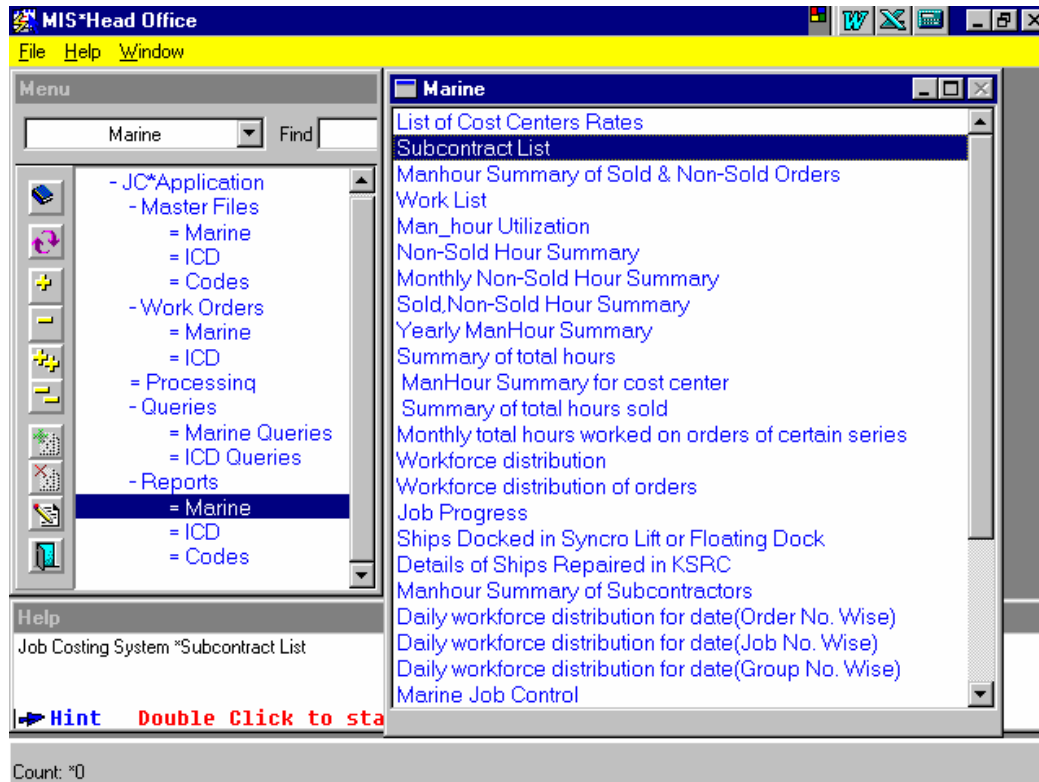
Sub-Contracting:

- Capable to assign and identify a structured alpha numeric code for each sub-contract based on the sub-contract types (i.e. civil works, insulations works, etc..) and value bands.
- Capable to identify sub-contracts by billing types (i.e. lump sum, unit rate etc..)
- Capable to identify sub-contracts to a principal work order or sub-order.
- Capable to hold:
 - sub-contractor's name
 - sub-contractor's references
 - a sub-contract period
 - a sub-contract start date
 - original sub-contract value in K.D. and currencies
- Capable to update and independently track approved variations to original budgeted sub-contract value.

- Capable to hold and periodically allow a manual update of the value of variations in process against each sub-contract.
- Capable to hold and periodically allow a manual update of the value of the anticipated claims against each sub-contract.
- Capable to hold and periodically allow a manual update of the cumulative value of work certified/executed (based on engineering estimates) against each sub-contract.
- Capable to hold and periodically allow manual update of a status remark against each sub-contract.

Reporting:

Job Costing system provide the users with a full set of reports by querying on all system codes.



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Action Edit Block Field Record Query Window Help

01-02-1998

Work Order

Actual Start Actual Cost

Actual Comp. Com Cost

Apprv.Chgs Wk Invoiced

Org. Value Wk Executed

Wk Order Detail Wk Order Control Job Card Job Card by Date Job Card by Craft

Hierarchy of Activities

Find

Start date

Comp Date

Org. Budget

Apprv.Chg

Actual Cost

Qty

Qty Rlsd

COURT: "0 ENTER QUERY <LIST>

Work Order

Parent W	<input type="text"/>	<input type="text"/>
Ref.	<input type="text"/>	Account <input type="text" value="100097"/>
Type	Construction & Ma	
Currency	Kuwaiti Dinar	
Client S	<input type="text"/>	Original Val <input type="text" value="1,000,000"/>
Alphanum	<input type="text"/>	Apprv.Chg(FC) <input type="text"/>
Status	Opened	Unbuild Wk <input type="text"/>
Billing	<input type="text"/>	Cont. Period <input type="text"/>
Rate Typ	Marine Type	Period Unit <input type="text"/>

Cst Cent	<input type="text" value="1001"/>	<input type="text" value="Real Estate Management System"/>
Customer	<input type="text" value="3"/> <input type="text" value="1"/>	<input type="text" value="Banks Current Accounts ;:d's;lf l'sdl;f'lsd"/>
Cst Cent	<input type="text"/>	<input type="text"/>
Target S	<input type="text"/>	Target Comp D <input type="text"/>
Current	<input type="text"/>	Current Comp <input type="text"/>

Count: 0

Work Order

Parent W

Ref. Account 100097

Type Construction & Ma

Currency Kuwaiti Dinar

Client S

Alphanum

Status Opened

Billing

Rate Typ Marine Typ

Cst Cent 1001

Customer 3

Cst Cent

Target S Target Comp D

Current Current Comp

More Ok

Count: 0

Work Order

L.O.A. Depth 323

Breadth 434 Draft

L.B.P. G.R.T. 3223

Vessel T General Cargo Agent

Work Typ eQWEQWQEwqeqwew eqw eqwewqe qeqw WQEQWEe e

Remark

OK

Work Order Control

Work Order: 100097 weiyrrrr

Ctrl Type: 41020102 Subcontractors - External Work Orders

01-02-1998

Apprv.	Chg	Org	Budge	Actual Va	Com	Val	To Be	Com
				-5,658.000				
				-5,761.500				
				-5,368.250				
				-5,594.750				

Cost: -23,461.500

Cost: []

iced: []

uted: []

Transaction Control Revision Ok

Work Order Control Revision

Work Ord: 100097 weiyrrrr

Control: 41020102 Subcontractors - External Work Orders

Type: Actual Value

Code	Rev Date	Rev Value	Remarks
2	17-01-1998	75.000	
2	19-01-1998	125.000	
2	10-08-1997	52.750	
2	12-08-1997	0.000	

Job Card by Craft

e: []

e: []

t: []

g: []

t: []

y: []

d: []

Work Order Control

Work Order: 100097 weiyymrrr

Ctrl Type: 41020102 Subcontractors - External Work Orders

01-02-1998

Transaction

Work Order:

Activity:

Ctrl Type:

Chg Type:

Desc:

Module:

Reference:

Status:

-23,461.500

by Craft

Trx Num	Dtl	Re	Date	Quantity	Amount
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Count: 0

-(1000)
= Sub
- Jobs
= 1

OK

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Action Edit Block Field Record Query Window Help

01-02-1998

Work Order Job Costing

Actual St -23,461.500

Actual Co

Apprv. O

Org. Va

Wk Order

Hierarchy of A

- (1000) we
= Sub O
- Jobs
= (11

Job Costing

Work Order 100097 weiyrrrr

Activity 111 oneom

Cost Center 1001 Real Estate Management System

Craft 1 Labourer

Employee 5 Ayman Ali

Date	SH1	SH2	SH3	OT25	OT50	OT100
10-08-1997	6.0			1.0		
10-08-1997	5.0			2.0		
10-08-1997	5.0			4.0		
13-08-1997	9.0			5.0		

OK

ard by Craft

Qty Risk

Count: 4

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Action Edit Block Field Record Query Window Help

01-02-1998

Job Card by Date

Work Order: 100097 weiyurrrr

Activity:

Date	Sh1	Sh2	Sh3	OT25	OT50	OT100	Total
01-01-1997	4.00	0.00	0.00	8.00	0.00	0.00	12.00
10-08-1997	16.00	0.00	0.00	7.00	0.00	0.00	23.00
13-08-1997	9.00	0.00	0.00	5.00	0.00	0.00	14.00
16-08-1997	8.00	0.00	0.00	5.00	0.00	0.00	13.00
25-08-1997	6.00	0.00	0.00	4.00	0.00	0.00	10.00
19-12-1997	0.00	0.00	0.00	0.00	10.00	0.00	10.00
21-12-1997	14.50	0.00	0.00	7.00	0.00	0.00	21.50

UK

Qty R1sd

Count: 0

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Action Edit Block Field Record Query Window Help

01-02-1998

Job Card by Craft

Work Order: 100097 weiyurrrr

Activity:

Craft Desc: Labourer

Crf	Sh2	Sh3	OT25	OT50	OT100	Total
1	64.50	0.00	0.00	28.00	0.00	92.50
2	5.00	0.00	0.00	6.00	10.00	21.00
3	8.50	0.00	0.00	0.00	0.00	8.50
5	17.50	0.00	0.00	5.00	0.00	22.50
80100	9.50	1.00	0.00	6.00	0.00	16.50
81102	4.00	0.00	0.00	8.00	0.00	12.00
82102	0.00	0.00	6.00	0.00	0.00	6.00

UK

Qty R1sd

Count: 0