



# Are Your Labor Practices Audit-Ready?

Evaluate your exposure across payroll, classification, and multi-state compliance before an audit, labor dispute, or bonding review does it for you.



## SECTION 1:

### Labor Tracking Discipline

1. We track employee time based on the jobs they are working on and reconcile it to project reporting.

- Yes
- No
- Sometimes
- Don't Know

2. Field supervisors submit and approve time and job information on a schedule that matches payroll and accounting deadlines.

- Yes
- No
- Sometimes
- Don't Know

3. Weekly, we review job-coded hours to confirm the correct labor classification/pay rate is used and overtime is paid correctly (including prevailing wage classifications when applicable).

- Yes
- No
- Sometimes
- Don't Know

## SECTION 2:

### Worker Classification (FTE vs 1099)

1. Employment status for employees (W4) and independent contractors (1099) classifications are formally reviewed at least annually to ensure compliance.

- Yes
- No
- Sometimes
- Don't Know

2. We maintain documentation supporting independent contractor determinations.

- Yes
- No
- Sometimes
- Don't Know

3. Changes in job roles or duties trigger a re-evaluation of employment classifications.

- Yes
- No
- Sometimes
- Don't Know

## SECTION 3:

### Multi-State & Regulatory Compliance

1. We maintain active registrations for all states where crews operate.

- Yes
- No
- Sometimes
- Don't Know

2. Prevailing wage documentation is structured and audit-ready.

- Yes
- No
- Sometimes
- Don't Know

3. Payroll, HR, and compliance records are centralized, not fragmented across systems.

- Yes
- No
- Sometimes
- Don't Know

## SECTION 4:

### Oversight & Accountability

1. There is clear ownership for labor compliance oversight (not "shared" informally).

- Yes
- No
- Sometimes
- Don't Know

## Want to Strengthen Your Compliance Framework?

Our integrated Accounting + Payroll + HR team helps construction firms reduce exposure and restore operational alignment.

**Schedule a Compliance Review!**

## Scoring Rubric

### MOSTLY YES

Your labor compliance systems demonstrate documented oversight and operational discipline. Continue regular review to maintain defensibility.

### MOSTLY NO

Your labor practices likely contain documentation or oversight gaps that could create exposure during audits, disputes, or bonding reviews.

### MOSTLY SOMETIMES

You have a structure in place, but inconsistencies may surface under scrutiny. Refinement and documentation discipline would strengthen defensibility.

### MOSTLY DON'T KNOW

You have limited visibility into critical labor practices. Establishing certainty on current documentation, processes, and oversight is essential before you can assess exposure or strengthen defensibility.

