

# **eCPR XML Guidelines**

California Department of Industrial Relations

*XML Schema Version 2.0*

*October 2026*

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## Contents

|                                                                                      |    |
|--------------------------------------------------------------------------------------|----|
| 1. Introduction .....                                                                | 3  |
| 2. Release Notes (2.0) .....                                                         | 3  |
| 3. System Requirements .....                                                         | 4  |
| 4. XML File Validation .....                                                         | 4  |
| 4.1 Software Installation .....                                                      | 4  |
| 4.2 How to Validate an XML File Against the eCPR Schema File Using XML Notepad ..... | 6  |
| 5. Create an XML File Using the V2 CPRSample Schema as a Template .....              | 9  |
| 5.1 Schema Structure Overview .....                                                  | 9  |
| 5.2 Contractor Info .....                                                            | 10 |
| 5.3 Project Info .....                                                               | 11 |
| 5.4 Payroll Info .....                                                               | 11 |
| 5.5 Statement of Non-Performance .....                                               | 12 |
| 5.6 Employees .....                                                                  | 12 |
| 5.6.1 Employee Identity .....                                                        | 12 |
| 5.6.2 Address .....                                                                  | 13 |
| 5.6.3 SSN and ITIN .....                                                             | 14 |
| 5.6.4 Notes .....                                                                    | 14 |
| 5.6.5 Classifications .....                                                          | 14 |
| 5.6.6 Hours Worked Each Day .....                                                    | 15 |
| 5.6.7 Fringe Benefits Paid .....                                                     | 16 |
| 5.6.8 Fringe Benefit Amounts .....                                                   | 17 |
| 5.6.9 Total Hours .....                                                              | 17 |
| 5.6.10 Hourly Pay Rates and Totals .....                                             | 18 |
| 5.6.11 Payments .....                                                                | 19 |
| 5.6.12 Deductions .....                                                              | 19 |
| 5.6.13 Earnings .....                                                                | 20 |
| 6. Full List of XML Fields .....                                                     | 21 |

# 1. Introduction

This guide provides instructions for contractors who submit Certified Payroll Records (CPR) to the Department of Industrial Relations (DIR) in XML format using version 2.0 of the eCPR schema (V2).

This guide covers how to install and use a free XML editor to build and validate a V2 eCPR XML file and describes the structure and requirements of the V2 eCPR XSD.

## 2. Release Notes (2.0)

Version 2.0 of the eCPR XML schema includes the following changes:

### Removed Elements

The following elements from the previous schema version are no longer used and should not be included in a V2 file.

- **Contractor Info:** contractorLicense (licenseType, licenseNum), contractorFEIN, contractorAddress (street, city, state, zip), insuranceNum, contractorEmail
- **Project Info:** contractAgencyID, contractAgency, projectName, awardingBodyID, projectNum, contractID, and the full projectLocation block (description, street, city, county, state, zip)
- **Payroll Info:** payrollNum and amendmentNum remain system-assigned and must be left empty or omitted

### Changed Elements

- contractorPWCR is now required and must be exactly 10 numeric digits, matching the PWCR number on file with DIR. The option to enter “NA” has been removed.
- The employee name element has been replaced with separate firstName, lastName and middleName elements.
- awardingBody under Project Info is now optional and retained for reference only.

### Added Elements

- Employees may now have multiple classifications, each with their own hours, pay rates and fringe benefits.
- employeeLevel and apprenticeLevel have been added to each classification.
- fringePaid (paidToEmployee and paidToBenefitPlan) has been added to indicate how fringe benefits were paid.
- An “other” category has been added to deductions for amounts not covered by the named categories.

- A top-level version element has been added to identify the schema version. For V2 files, this value must be 2.0.

### 3. System Requirements

XML files can be created and edited with any standard text editor, such as Notepad (PC) or TextEdit (Mac). DIR recommends XML Notepad for editing and validating XML files against a schema.

Files may be named however you prefer, as long as the file is saved with a .xml extension. There is no required naming convention for file submission.

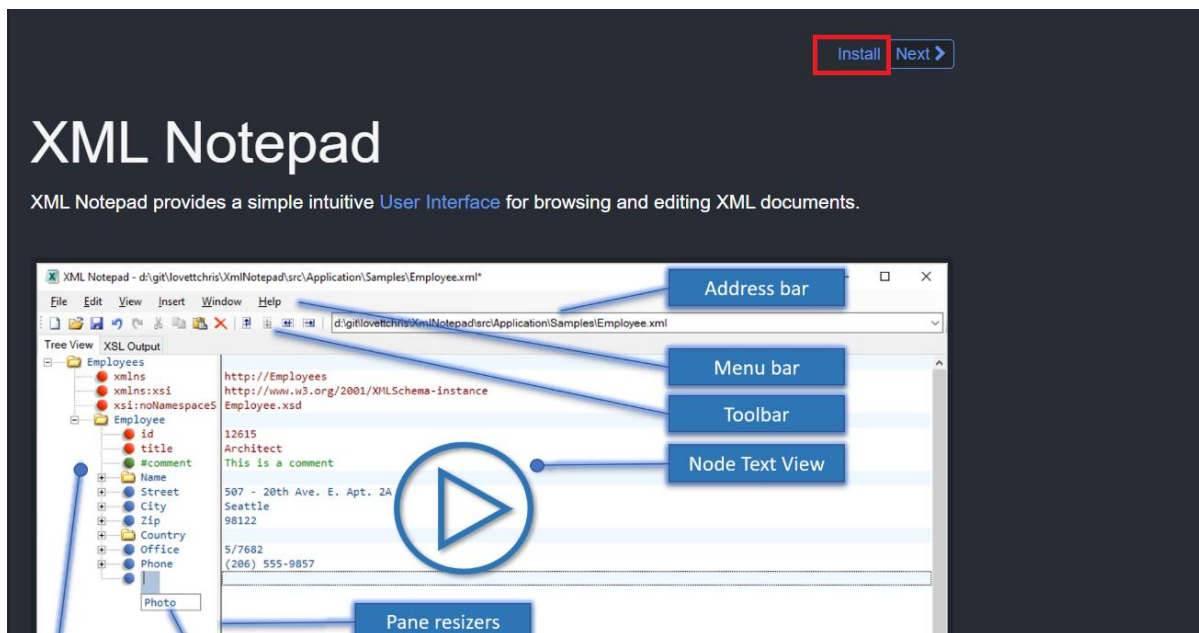
## 4. XML File Validation

### 4.1 Software Installation

There are several free and commercial products available to validate XML files against a schema. DIR recommends XML Notepad, a free XML editor from Microsoft.

To install XML Notepad:

- Go to the XML Notepad webpage: [microsoft.github.io/XmlNotepad](https://microsoft.github.io/XmlNotepad)
- Click Install



*The XML Notepad homepage. Click Install to continue.*

Clicking Install opens a page with several installation options. Click ClickOnce® installer, the recommended option for most users. Other install methods (Standalone installer, winget) are available on the page if needed.

## Install XML Notepad

There are three ways to install XML Notepad.

First you must install [.NET Framework version 4.8](#).

Then the most convenient is to install it directly from the web browser using the ClickOnce installer:

[ClickOnce® installer](#)

If you need something that installs offline for machines that have no network or are isolated from the internet then use the standalone installer:

[Standalone installer](#)

Just download the zip file, copy it to the machine you want to install it on, unzip the file on that machine and run `XmlNotepadSetup.msi`.

And lastly, you can also use `winget` to install XML Notepad:

[winget installer](#)

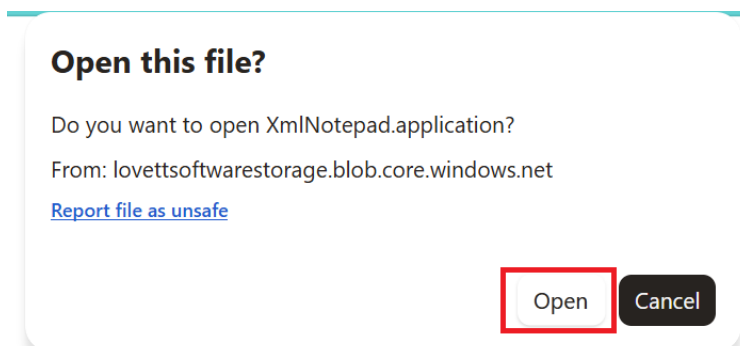
Or use this command line if you have the [winget cli](#) installed:

```
winget install XmlNotepad
```

[webview2](#)

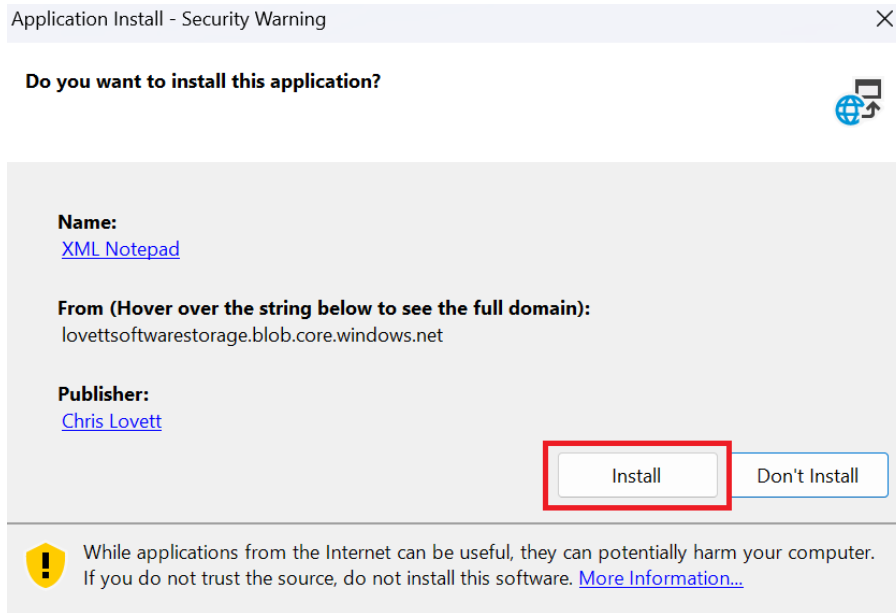
Installation options on the Install XML Notepad page. ClickOnce® installer is recommended for most users.

The browser will display a prompt asking whether to open the installer file. Click Open.



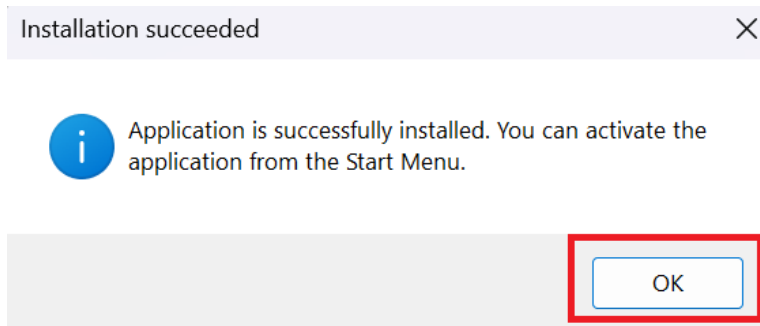
Browser prompt to open the `XmlNotepad.application` file. Click Open.

A Windows security warning will appear next, confirming the application name and publisher. Click Install.



*Application Install security warning. Click Install to proceed.*

When installation is complete, a confirmation message will appear. Click OK. XML Notepad can now be launched from the Start Menu.



*Installation succeeded confirmation.*

Additional information about XML Notepad features, including tips for editing, searching and validating XML files, is available on the Home page of the XML Notepad website and on the left-hand navigation menu.

## 4.2 How to Validate an XML File Against the eCPR Schema File Using XML Notepad

The following files are available to help you follow the eCPR XML guidelines:

- XML eCPR V2.xml (Sample schema file with data)
- XML eCPR XSD V2.xsd (eCPR schema validation file)

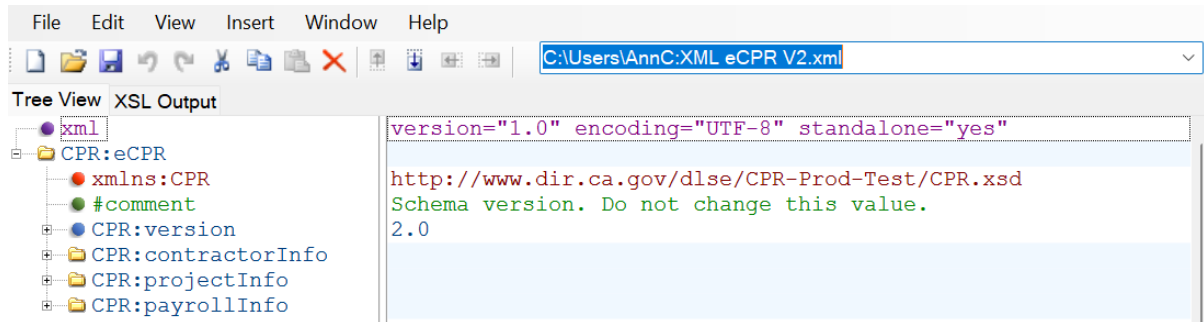
The XML file can be found on the [DIR Public Works Certified Payroll Reporting page](#). The XSD validation file can be downloaded via the link inside the XML file.

To save the V2 sample schema and V2 XSD files to a local drive:

- Right-click on the V2 eCPR Sample Schema and choose Save link as. Save the file to a local drive.
- Right-click on the V2 eCPR XSD link and choose Save link as. Save the file to a local drive.

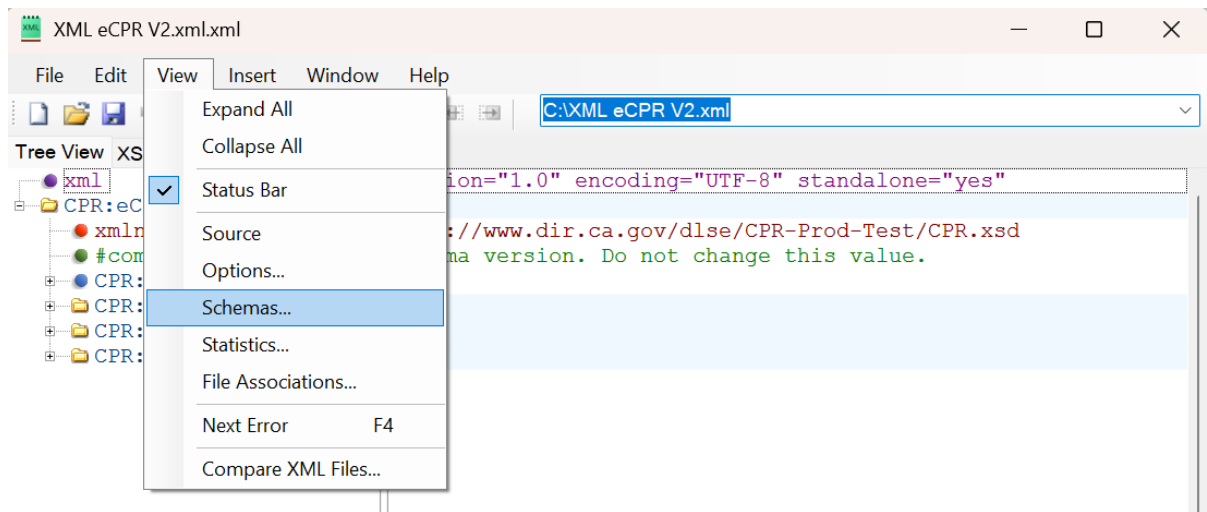
To validate an XML file against the eCPR schema:

- Launch XML Notepad.
- Click File from the menu bar, select Open, and browse to the XML eCPR V2.xml file.
- The file will open with a vertically split window, with Tree View on the left and Node Text View on the right.



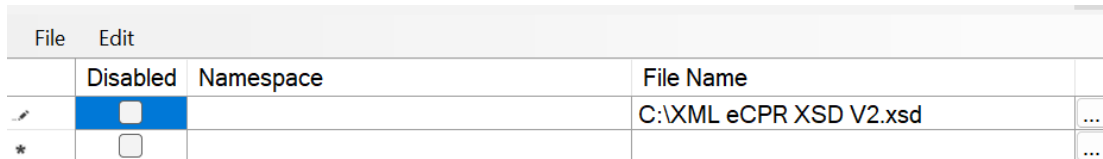
*XML eCPR V2.xml open in XML Notepad, showing the top-level elements.*

- Click View from the menu bar and select Schemas.



*The View menu, with Schemas selected.*

- The XML Schemas dialog box will appear. If any schemas are already listed, click Clear to remove them.
- Click Add schemas and browse to the location of the saved V2 eCPR XSD file. Click OK to load the schema.



The XML Schemas dialog box, with the XML eCPR XSD V2.xsd file loaded.

- After the schema is loaded, any errors in the XML file will appear in the Error List tab, at the bottom of the XML Notepad window.

| Error List Dynamic Help                |          |      |        |
|----------------------------------------|----------|------|--------|
| Description                            | File     | Line | Column |
| The                                    | XML eCPR | 9    | 6      |
| The Pattern constraint failed.         | XML eCPR | 9    | 6      |
| The element 'hrdyPayRate' in namespace | XML eCPR | 177  | 16     |

The Error List tab, showing a validation error for the contractorPWCR element.

- Double-click an error to open the corresponding record, with the value enclosed in a box.

version="1.0" encoding="UTF-8" standalone="yes"

http://www.dir.ca.gov/dlse/CPR-Prod-Test/CPR.xsd

Schema version. Do not change this value.

2.0

Happy Contractor

PWCR: Required. Exactly 10 numeric digits. Must match the PWCR on file with DIR...

20000244

Error List Dynamic Help

| Description                                                                                                                | File                     | Line | Column |
|----------------------------------------------------------------------------------------------------------------------------|--------------------------|------|--------|
| The 'http://www.dir.ca.gov/dlse/CPR-Prod-Test/CPR.xsd contractorPWCR' element is invalid - The value '20000244' is invalid | [8-18-2026] V2 CPRSample | 9    | 6      |
| The Pattern constraint failed.                                                                                             | [8-18-2026] V2 CPRSample | 9    | 6      |

Double-clicking an error opens the corresponding element in the tree, with the invalid value highlighted.

- Hover over an element to display its schema annotation, if one is available.

version="1.0" encoding="UTF-8" standalone="yes"

http://www.dir.ca.gov/dlse/CPR-Prod-Test/CPR.xsd

Schema version. Do not change this value.

2.0

Happy Contractor

PWCR: Required. Exactly 10 numeric digits. Must match the PWCR on file with DIR...

20000244

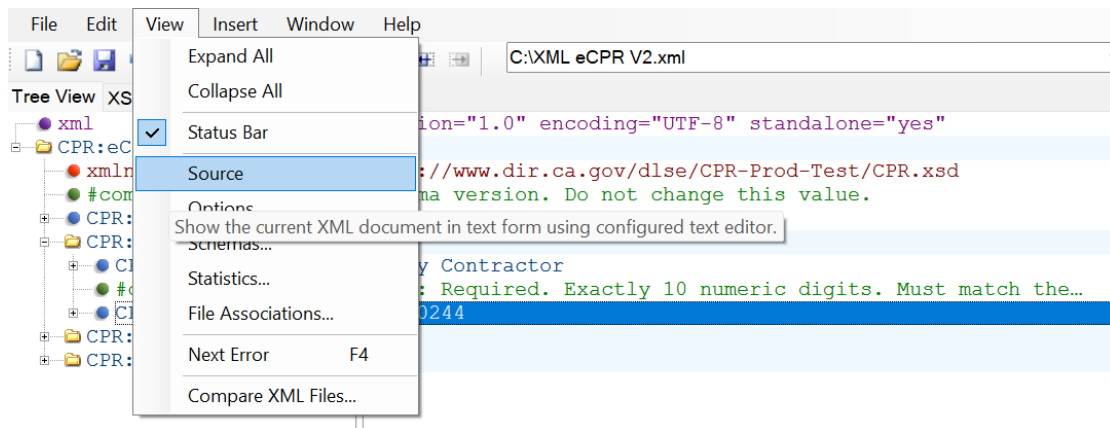
10-digit PWCR number.

Error List Dynamic Help

| Description                                                                                                                | File                     | Line | Column |
|----------------------------------------------------------------------------------------------------------------------------|--------------------------|------|--------|
| The 'http://www.dir.ca.gov/dlse/CPR-Prod-Test/CPR.xsd contractorPWCR' element is invalid - The value '20000244' is invalid | [8-18-2026] V2 CPRSample | 9    | 6      |
| The Pattern constraint failed.                                                                                             | [8-18-2026] V2 CPRSample | 9    | 6      |

Hovering over the contractorPWCR element displays its schema annotation.

- Fix the value and save the file.
- To view the underlying XML source at any time, click View from the menu bar and select Source.



*The View menu, with Source selected.*

## 5. Create an XML File Using the V2 CPRSample Schema as a Template

The following files are available to help you follow the eCPR XML guidelines:

- V2 CPRSample Schema (XML file with sample data)
- V2 eCPR XSD (eCPR schema)

Save both files to a local or network drive and open the V2 CPRSample Schema file with any standard text editor or XML editor.

### 5.1 Schema Structure Overview

The V2 CPRSample Schema begins with a version element that identifies which version of the schema the file follows. Review this section, along with the notes below, before creating or editing an XML file, as they affect how elements must be ordered and which values are calculated by the preparer rather than the system.

```
▼<CPR:eCPR xmlns:CPR="http://www.dir.ca.gov/dlse/CPR-Prod-Test/CPR.xsd">
  <!-- Schema version. Do not change this value. -->
  <CPR:version>2.0</CPR:version>
```

*The CPR:version element in the V2 CPRSample Schema, with a comment confirming this value must not be changed.*

### Element Order

Elements within the V2 eCPR XSD must appear in the exact order defined by the schema. If elements are out of order, the file will fail validation even if all required values are present.

The employee-level elements must appear in this order:

firstName, lastName, middleName, address, ssn, itin, notes, classifications, payments, deductions, earnings

Within each classification, elements must appear in this order:

craft, employeeLevel, apprenticeLevel, hrsWorkedEachDay, fringePaid, fringe, totHrs, hrlyPayRate

## Source of Truth Fields

Some fields are stored directly from the values the preparer enters and are not recalculated by the system. These fields must be entered correctly, as they will not be automatically checked against other values in the file:

- totalHrlyPayRateStraightTime, totalHrlyPayRateOvertime and totalHrlyPayRateDoubletime (within hrlyPayRate) - each is the base hourly rate, base overtime hourly rate, and/or the base doubletime hourly rate plus the sum of the fringe benefit amounts entered for that classification.
- totalDeductions (within deductions)
- grossThisProject (within earnings)
- grossAllWork (within earnings)
- netWagePaidWeek (within earnings)

## Schema Version

The CPR:version element identifies which version of the schema the file follows. For V2 files, this value must be 2.0 and must follow the pattern “2.” followed by one or more digits. Do not change this value, as an incorrect version number will cause the file to fail validation.

## 5.2 Contractor Info

Open the V2 CPRSample Schema file with any standard text editor or XML editor and enter the appropriate values for the fields under the CPR:contractorInfo element.

```
▼<CPR:contractorInfo>
  <CPR:contractorName>Happy Contractor</CPR:contractorName>
  <!-- PWCR: Required. Exactly 10 numeric digits. Must match the PWCR on file with DIR.
    Mismatched or missing PWCR will cause a hard submission failure. -->
  <CPR:contractorPWCR>2000024488</CPR:contractorPWCR>
</CPR:contractorInfo>
```

*The CPR:contractorInfo element in the V2 CPRSample Schema, with sample values.*

The contractorPWCR field is required and must match the PWCR number on file with DIR. If you need to register a new PWCR number, you can register your business at [services.dir.ca.gov/pw](https://services.dir.ca.gov/pw).

## 5.3 Project Info

Enter the appropriate values for the fields under the `CPR:projectInfo` element.

```
▼<CPR:projectInfo>
  <CPR:awardingBody/>
  <!-- Project ID: Required. Numeric. Must match the project ID registered with DIR.
    Mismatched or missing project ID will cause a hard submission failure. -->
  <CPR:projectID>100004</CPR:projectID>
</CPR:projectInfo>
```

*The CPR:projectInfo element in the V2 CPRSample Schema, with sample values.*

The `projectID` field is required and must match the project ID registered with DIR. If you need to look up a project ID, follow this link:

[dir.ca.gov/pwc100ext/ExternalLookup.aspx](http://dir.ca.gov/pwc100ext/ExternalLookup.aspx)

If your project is not found or you need to be added to a project, follow this link:

[dir.ca.gov/Public-Works/Guides/Request-Addition-to-a-project.pdf](http://dir.ca.gov/Public-Works/Guides/Request-Addition-to-a-project.pdf)

## 5.4 Payroll Info

Enter the appropriate values for the fields under the `CPR:payrollInfo` element. A file may contain up to 500 employees per submission.

```
▼<CPR:payrollInfo>
  <!-- Statement of Non-Performance: Required. Must be exactly "true" or "false" (lowercase).
    Set to "true" when no work was performed during this payroll week.
    When "true", employees may be omitted. When "false", at least one employee
    with hours greater than 0 is expected. -->
  <CPR:statementOfNP>false</CPR:statementOfNP>
  <!-- Week Ending Date: Required. Format: YYYY-MM-DD (e.g. 2026-07-12).
    Must be a real calendar date – invalid dates such as 2026-07-32 will be rejected.
    The payroll week covers this date and the 6 preceding days (Monday through Sunday).
    The earliest allowed week start date is 2010-01-01, meaning the earliest
    allowed forWeekEnding value is 2010-01-07. -->
  <CPR:forWeekEnding>2026-07-12</CPR:forWeekEnding>
  <!-- Maximum 500 employees per submission. -->
  ▼<CPR:employees>
    ▼<CPR:employee>
      <!-- First Name: Required. Must not be empty. Maximum 56 characters.
        If this tag is missing or in the wrong location, the submission will fail. -->
      <CPR:firstName>John</CPR:firstName>
      <!-- Last Name: Required. Must not be empty. Maximum 56 characters.
        If this tag is missing or in the wrong location, the submission will fail. -->
      <CPR:lastName>Smith</CPR:lastName>
      <!-- Middle Name: Optional. Leave empty or omit if not applicable.
        When populated, stored separately from first and last name. Maximum 56 characters.
        An existing middle name on record will not be cleared if this field is empty. -->
      <CPR:middleName>Ray</CPR:middleName>
    ▼<CPR:address>
      <!-- Street: Required. Must not be empty. Maximum 40 characters. -->
      <CPR:street>100 Common Street</CPR:street>
      <!-- City: Required. Must not be empty. Maximum 250 characters. -->
      <CPR:city>Common Place</CPR:city>
      <!-- State: Required. 2 uppercase letters (e.g. CA, NY, TX). -->
      <CPR:state>CA</CPR:state>
      <!-- ZIP Code: Required. 5 digit (12345) and 9 digit (12345-6789) accepted. -->
      <CPR:zip>91234</CPR:zip>
    </CPR:address>
  </CPR:employee>
</CPR:employees>
```

*The CPR:payrollInfo element in the V2 CPRSample Schema, showing statementOfNP, forWeekEnding, and the start of the employees element.*

Set `statementOfNP` to true when no work was performed during the payroll week. When `statementOfNP` is true, employee information is not added. When `statementOfNP` is false, at least one employee with hours greater than 0 is expected.

The `forWeekEnding` date must be a real calendar date - invalid dates such as 2026-07-32 will be rejected. The payroll week covers this date and the six preceding days (Monday through Sunday). The earliest allowed week start date is January 1, 2010, meaning the earliest allowed `forWeekEnding` value is January 7, 2010.

## 5.5 Statement of Non-Performance

If the submitting payroll week is a statement of non-performance, enter **true** for the `CPR:statementOfNP` element. When this value is true, no employee information will be added.

If the submitting payroll week is not a statement of non-performance, enter **false** for the `CPR:statementOfNP` element, and complete the `CPR:employees` element as described in section 5.6.

## 5.6 Employees

Each worker's information is enclosed in a `CPR:employee` element, contained within the parent `CPR:employees` element.

### 5.6.1 Employee Identity

```
▼<CPR:payrollInfo>
  <!-- Statement of Non-Performance: Required. Must be exactly "true" or "false" (lowercase).
    Set to "true" when no work was performed during this payroll week.
    When "true", employees may be omitted. When "false", at least one employee
    with hours greater than 0 is expected. -->
  <CPR:statementOfNP>false</CPR:statementOfNP>
  <!-- Week Ending Date: Required. Format: YYYY-MM-DD (e.g. 2026-07-12).
    Must be a real calendar date - invalid dates such as 2026-07-32 will be rejected.
    The payroll week covers this date and the 6 preceding days (Monday through Sunday).
    The earliest allowed week start date is 2010-01-01, meaning the earliest
    allowed forWeekEnding value is 2010-01-07. -->
  <CPR:forWeekEnding>2026-07-12</CPR:forWeekEnding>
  <!-- Maximum 500 employees per submission. -->
▼<CPR:employees>
  ▼<CPR:employee>
    <!-- First Name: Required. Must not be empty. Maximum 56 characters.
      If this tag is missing or in the wrong location, the submission will fail. -->
    <CPR:firstName>John</CPR:firstName>
    <!-- Last Name: Required. Must not be empty. Maximum 56 characters.
      If this tag is missing or in the wrong location, the submission will fail. -->
    <CPR:lastName>Smith</CPR:lastName>
    <!-- Middle Name: Optional. Leave empty or omit if not applicable.
      When populated, stored separately from first and last name. Maximum 56 characters.
      An existing middle name on record will not be cleared if this field is empty. -->
    <CPR:middleName>Ray</CPR:middleName>
```

```

▼<CPR:address>
  <!-- Street: Required. Must not be empty. Maximum 40 characters. -->
  <CPR:street>100 Common Street</CPR:street>
  <!-- City: Required. Must not be empty. Maximum 250 characters. -->
  <CPR:city>Common Place</CPR:city>
  <!-- State: Required. 2 uppercase letters (e.g. CA, NY, TX). -->
  <CPR:state>CA</CPR:state>
  <!-- ZIP Code: Required. 5 digit (12345) and 9 digit (12345-6789) accepted. -->
  <CPR:zip>91234</CPR:zip>
</CPR:address>

```

*The firstName, lastName, and middleName elements in the V2 CPRSample Schema.*

firstName and lastName are required. If either tag is missing or placed in the wrong location, the submission will fail. middleName is optional; an existing middle name on record will not be cleared if this field is left empty.

## 5.6.2 Address

```

▼<CPR:payrollInfo>
  <!-- Statement of Non-Performance: Required. Must be exactly "true" or "false" (lowercase).
        Set to "true" when no work was performed during this payroll week.
        When "true", employees may be omitted. When "false", at least one employee
        with hours greater than 0 is expected. -->
  <CPR:statementOfNP>false</CPR:statementOfNP>
  <!-- Week Ending Date: Required. Format: YYYY-MM-DD (e.g. 2026-07-12).
        Must be a real calendar date – invalid dates such as 2026-07-32 will be rejected.
        The payroll week covers this date and the 6 preceding days (Monday through Sunday).
        The earliest allowed week start date is 2010-01-01, meaning the earliest
        allowed forWeekEnding value is 2010-01-07. -->
  <CPR:forWeekEnding>2026-07-12</CPR:forWeekEnding>
  <!-- Maximum 500 employees per submission. -->
▼<CPR:employees>
  ▼<CPR:employee>
    <!-- First Name: Required. Must not be empty. Maximum 56 characters.
          If this tag is missing or in the wrong location, the submission will fail. -->
    <CPR:firstName>John</CPR:firstName>
    <!-- Last Name: Required. Must not be empty. Maximum 56 characters.
          If this tag is missing or in the wrong location, the submission will fail. -->
    <CPR:lastName>Smith</CPR:lastName>
    <!-- Middle Name: Optional. Leave empty or omit if not applicable.
          When populated, stored separately from first and last name. Maximum 56 characters.
          An existing middle name on record will not be cleared if this field is empty. -->
    <CPR:middleName>Ray</CPR:middleName>
  ▼<CPR:address>
    <!-- Street: Required. Must not be empty. Maximum 40 characters. -->
    <CPR:street>100 Common Street</CPR:street>
    <!-- City: Required. Must not be empty. Maximum 250 characters. -->
    <CPR:city>Common Place</CPR:city>
    <!-- State: Required. 2 uppercase letters (e.g. CA, NY, TX). -->
    <CPR:state>CA</CPR:state>
    <!-- ZIP Code: Required. 5 digit (12345) and 9 digit (12345-6789) accepted. -->
    <CPR:zip>91234</CPR:zip>
  </CPR:address>

```

*The address element in the V2 CPRSample Schema, showing street, city, state, and zip.*

State is recommended to be exactly 2 uppercase letters (for example, CA, NY, or TX). Zip accepts either a 5-digit ZIP code (12345) or a 9-digit ZIP+4 code (12345-6789).

### 5.6.3 SSN and ITIN

```
<!-- SSN: Provide if the employee has a Social Security Number.
      Format: exactly 9 numeric digits, no dashes or spaces (e.g. 123456789).
      SSN takes priority when both SSN and ITIN are provided.
      Leave empty if using ITIN only. At least one of SSN or ITIN must be populated.
      Each SSN must be unique within the submission – duplicate SSNs will cause
      all affected employees to be rejected. -->
<CPR:ssn>111223334</CPR:ssn>
<!-- ITIN: Provide if the employee does not have an SSN.
      Format: exactly 9 numeric digits, no dashes or spaces (e.g. 912345678).
      Leave empty if using SSN. At least one of SSN or ITIN must be populated. -->
<CPR:itin/>
<!-- Notes: Optional. Free text, maximum 256 characters.
      HTML tags are stripped before storage. -->
<CPR:notes>Add employee notes here</CPR:notes>
<!-- Classifications: At least one classification is required per employee.
      An employee who worked multiple classifications in the same week should have
      one classification element per classification worked. -->
▼<CPR:classifications>
  <!-- Classification name attribute: Required. Must not be empty.
        Use the official classification name. -->
  ▼<CPR:classification name="Carrier Driver">
    <!-- Craft: Required. Must not be empty. The craft associated with this classification. -->
    <CPR:craft>Asbestos and Lead Abatement (Laborer)</CPR:craft>
    <!-- Employee Level: Required. Must be exactly "journeyman" or "apprentice" (lowercase). -->
    <CPR:employeeLevel>apprentice</CPR:employeeLevel>
    <!-- Apprentice Level: Required when employeeLevel is "apprentice".
          Must be a whole number from 1 to 10 indicating the apprenticeship period.
          Leave empty when employeeLevel is "journeyman". -->
    <CPR:apprenticeLevel>5</CPR:apprenticeLevel>
```

*The ssn, itin, notes, and classifications elements in the V2 CPRSample Schema.*

SSN takes priority when both `ssn` and `itin` are provided. At least one of `ssn` or `itin` must be populated. Each SSN must be unique within the submission - duplicate SSNs will cause the affected employees to be rejected.

### 5.6.4 Notes

The `notes` element is optional and may contain up to 256 characters of free-form, supplemental information about the employee's payroll. HTML tags are stripped before storage, as shown in the screenshot above.

### 5.6.5 Classifications

Each employee must have at least one `classification`. An employee who worked multiple classifications in the same week should have one `classification` element per classification worked. The combined straight-time, overtime, and doubletime hours across all classifications for any single day must not exceed 24 hours.

```
<!-- SSN: Provide if the employee has a Social Security Number.
      Format: exactly 9 numeric digits, no dashes or spaces (e.g. 123456789).
      SSN takes priority when both SSN and ITIN are provided.
      Leave empty if using ITIN only. At least one of SSN or ITIN must be populated.
      Each SSN must be unique within the submission – duplicate SSNs will cause
      all affected employees to be rejected. -->
<CPR:ssn>111223334</CPR:ssn>
```

```

<!-- ITIN: Provide if the employee does not have an SSN.
      Format: exactly 9 numeric digits, no dashes or spaces (e.g. 912345678).
      Leave empty if using SSN. At least one of SSN or ITIN must be populated. -->
<CPR:itin/>
<!-- Notes: Optional. Free text, maximum 256 characters.
      HTML tags are stripped before storage. -->
<CPR:notes>Add employee notes here</CPR:notes>
<!-- Classifications: At least one classification is required per employee.
      An employee who worked multiple classifications in the same week should have
      one classification element per classification worked. -->
▼<CPR:classifications>
  <!-- Classification name attribute: Required. Must not be empty.
        Use the official classification name. -->
  ▼<CPR:classification name="Carrier Driver">
    <!-- Craft: Required. Must not be empty. The craft associated with this classification. -->
    <CPR:craft>Asbestos and Lead Abatement (Laborer)</CPR:craft>
    <!-- Employee Level: Required. Must be exactly "journeyman" or "apprentice" (lowercase). -->
    <CPR:employeeLevel>apprentice</CPR:employeeLevel>
    <!-- Apprentice Level: Required when employeeLevel is "apprentice".
          Must be a whole number from 1 to 10 indicating the apprenticeship period.
          Leave empty when employeeLevel is "journeyman". -->
    <CPR:apprenticeLevel>5</CPR:apprenticeLevel>

```

*The classification element in the V2 CPRSample Schema, showing the classification name attribute and craft.*

### 5.6.6 Hours Worked Each Day

Each `classification` must include exactly seven-day elements, one for each day of the payroll week, even if the employee did not work on a given day.

```

▼<CPR:hrsWorkedEachDay>
  <!-- Day Entries: Exactly 7 day elements are required, with id attributes 1 through 7
        in sequential order (no duplicates, no gaps). Day id="1" is the first day of
        the payroll week; id="7" must be the forWeekEnding date.
        All 7 days must be present even when hours are 0.0.

        Date: Format YYYY-MM-DD. Must be a real calendar date. Dates must be
        consecutive (each day exactly 1 calendar day after the previous) and must
        all fall within the 7-day window [forWeekEnding minus 6 days, forWeekEnding].
        Duplicate dates are not permitted.

        Hours (straightTime, overtime, doubletime): Decimal, up to 2 decimal places.
        Must be >= 0 and < 100 per individual field. Set to 0.0 if no hours worked.
        The combined total of ST + OT + DT for any single day across all of this
        employee's classifications must not exceed 24 hours. -->

```

```

▼<CPR:day id="1">
  <CPR:date>2026-07-06</CPR:date>
  <CPR:straightTime>8.0</CPR:straightTime>
  <CPR:overtime>1.0</CPR:overtime>
  <CPR:doubletime>0.0</CPR:doubletime>
</CPR:day>
▼<CPR:day id="2">
  <CPR:date>2026-07-07</CPR:date>
  <CPR:straightTime>8.0</CPR:straightTime>
  <CPR:overtime>0.0</CPR:overtime>
  <CPR:doubletime>0.0</CPR:doubletime>
</CPR:day>
▼<CPR:day id="3">
  <CPR:date>2026-07-08</CPR:date>
  <CPR:straightTime>8.0</CPR:straightTime>
  <CPR:overtime>0.0</CPR:overtime>
  <CPR:doubletime>0.0</CPR:doubletime>
</CPR:day>
▼<CPR:day id="4">
  <CPR:date>2026-07-09</CPR:date>
  <CPR:straightTime>8.0</CPR:straightTime>
  <CPR:overtime>0.0</CPR:overtime>
  <CPR:doubletime>0.0</CPR:doubletime>
</CPR:day>

```

*The day elements within hrsWorkedEachDay in the V2 CPRSample Schema.*

- The `id` attribute on each day element must be an integer from 1 to 7, in sequential order, with no duplicates and no gaps. Day `id="1"` is the first day of the payroll week; `id="7"` must be the `forWeekEnding` date.
- All dates must be consecutive, real calendar dates within the range of the `forWeekEnding` date minus six days through the `forWeekEnding` date. Duplicate dates are not permitted.
- Hours for `straightTime`, `overtime`, and `doubletime` must each be a decimal value greater than or equal to 0 and less than 100, with up to two decimal places. Set to 0.0 if no hours were worked.

## 5.6.7 Fringe Benefits Paid

```

▼<CPR:day id="5">
  <CPR:date>2026-07-10</CPR:date>
  <CPR:straightTime>8.0</CPR:straightTime>
  <CPR:overtime>0.0</CPR:overtime>
  <CPR:doubletime>0.0</CPR:doubletime>
</CPR:day>
▼<CPR:day id="6">
  <CPR:date>2026-07-11</CPR:date>
  <CPR:straightTime>0.0</CPR:straightTime>
  <CPR:overtime>0.0</CPR:overtime>
  <CPR:doubletime>0.0</CPR:doubletime>
</CPR:day>
▼<CPR:day id="7">
  <CPR:date>2026-07-12</CPR:date>
  <CPR:straightTime>0.0</CPR:straightTime>
  <CPR:overtime>0.0</CPR:overtime>
  <CPR:doubletime>0.0</CPR:doubletime>
</CPR:day>
</CPR:hrsWorkedEachDay>
▼<CPR:fringePaid>
  <!-- Fringe Payment Method: Required. Both fields must be "true" or "false" (lowercase).
        At least one of paidToEmployee or paidToBenefitPlan must be "true".
        paidToEmployee: "true" if fringe is paid directly to the worker as cash.
        paidToBenefitPlan: "true" if fringe is paid to an approved benefit plan. -->

```

```

    <CPR:paidToEmployee>true</CPR:paidToEmployee>
    <CPR:paidToBenefitPlan>false</CPR:paidToBenefitPlan>
  </CPR:fringePaid>
  ▼<CPR:fringe>
    <!-- Fringe Benefit Amounts: Required. All fields must be present.
          Decimal, up to 2 decimal places, must be >= 0 and < 100,000,000.
          Set to 0.0 if no amount applies for a given category.
          "other" refers to any fringe benefit not covered by the above categories. -->
    <CPR:healthWelfare>1.0</CPR:healthWelfare>
    <CPR:vacationHoliday>2.0</CPR:vacationHoliday>
    <CPR:pension>3.0</CPR:pension>
    <CPR:training>0.0</CPR:training>
    <CPR:other>0.0</CPR:other>
  </CPR:fringe>

```

*The fringePaid and fringe elements in the V2 CPRSample Schema.*

The `fringePaid` element indicates how fringe benefits were paid for this classification. Both `paidToEmployee` and `paidToBenefitPlan` are required and must be entered as “true” or “false”. At least one of the two fields must be “true”. `paidToEmployee` is “true” if fringe is paid directly to the worker as cash; `paidToBenefitPlan` is “true” if fringe is paid to an approved benefit plan.

### 5.6.8 Fringe Benefit Amounts

The `fringe` element contains the fringe benefit amounts for this classification: `healthWelfare`, `vacationHoliday`, `pension`, `training`, and `other`, as shown in the image above. All fields are required. Enter 0.0 if a category does not apply. The `other` category is for any fringe benefit not covered by the named categories.

### 5.6.9 Total Hours

```

  ▼<CPR:totHrs>
    <!-- Total Hours: Required. Each value must equal the sum of the corresponding
          per-day hours above (e.g. totHrsStraightTime must equal the sum of all
          straightTime day values). Decimal, up to 2 decimal places, must be >= 0.
          Set to 0.0 if no hours of that type were worked.
          The combined total across all three fields must be > 0 unless
          statementOfNP is "true". -->
    <CPR:totHrsStraightTime>40.0</CPR:totHrsStraightTime>
    <CPR:totHrsOvertime>1.0</CPR:totHrsOvertime>
    <CPR:totHrsDoubletime>0.0</CPR:totHrsDoubletime>
  </CPR:totHrs>
  ▼<CPR:hrlyPayRate>
    <!-- Straight Time Rate: Required. Must be > 0 and < 10,000. Decimal, up to 2 decimal places. -->
    <CPR:hrlyPayRateStraightTime>12.0</CPR:hrlyPayRateStraightTime>
    <!-- Overtime Rate: Required. Must be >= 0 and < 10,000. Set to 0.0 if no overtime applies. -->
    <CPR:hrlyPayRateOvertime>45.0</CPR:hrlyPayRateOvertime>
    <!-- Doubletime Rate: Required. Must be >= 0 and < 10,000. Set to 0.0 if no doubletime applies. -->
    <CPR:hrlyPayRateDoubletime>60.0</CPR:hrlyPayRateDoubletime>
    <!-- Sum of hrlyPayRateStraightTime and sum of fringe values. -->
    <CPR:totalHrlyPayRateStraightTime>15.0</CPR:totalHrlyPayRateStraightTime>
    <!-- Sum of hrlyPayRateOvertime and sum of fringe values. -->
    <CPR:totalHrlyPayRateOvertime>45.0</CPR:totalHrlyPayRateOvertime>
    <!-- Sum of hrlyPayRateDoubletime and sum of fringe values. -->
    <CPR:totalHrlyPayRateDoubletime>60.0</CPR:totalHrlyPayRateDoubletime>
  </CPR:hrlyPayRate>
</CPR:classification>

```

```

▼<CPR:classification name="Other (Please specify)">
  <!-- Classification Other: Required because the classification name is
        "Other (Please specify)". Provide the plain-text classification description.
        Maximum 300 characters. -->
  <CPR:classificationOther>Asbestos and Lead Abatement Worker</CPR:classificationOther>
  <!-- Craft: Required. Must not be empty. Enter "Other" when the craft is not
        in the recognized list, then populate craftOther below. -->
  <CPR:craft>Other</CPR:craft>
  <!-- Craft Other: Required because craft is "Other".
        Provide the plain-text craft description. -->
  <CPR:craftOther>Explaining craft here</CPR:craftOther>
  <!-- Employee Level: Required. Must be exactly "journeyman" or "apprentice" (lowercase). -->
  <CPR:employeeLevel>journeyman</CPR:employeeLevel>
  <!-- Apprentice Level: Leave empty when employeeLevel is "journeyman".
        Required when employeeLevel is "apprentice" – must be a whole number from 1 to 10. -->
  <CPR:apprenticeLevel/>

```

The *totHrs* element in the V2 CPRSample Schema, and the start of *hrlyPayRate*.

The *totHrs* element (*totHrsStraightTime*, *totHrsOvertime*, and *totHrsDoubletime*) must equal the sum of the corresponding daily values entered under *hrsWorkedEachDay*. The combined total must be greater than 0 unless *statementOfNP* is "true".

### 5.6.10 Hourly Pay Rates and Totals

```

▼<CPR:totHrs>
  <!-- Total Hours: Required. Each value must equal the sum of the corresponding
        per-day hours above (e.g. totHrsStraightTime must equal the sum of all
        straightTime day values). Decimal, up to 2 decimal places, must be >= 0.
        Set to 0.0 if no hours of that type were worked.
        The combined total across all three fields must be > 0 unless
        statementOfNP is "true". -->
  <CPR:totHrsStraightTime>40.0</CPR:totHrsStraightTime>
  <CPR:totHrsOvertime>1.0</CPR:totHrsOvertime>
  <CPR:totHrsDoubletime>0.0</CPR:totHrsDoubletime>
</CPR:totHrs>
▼<CPR:hrlyPayRate>
  <!-- Straight Time Rate: Required. Must be > 0 and < 10,000. Decimal, up to 2 decimal places. -->
  <CPR:hrlyPayRateStraightTime>12.0</CPR:hrlyPayRateStraightTime>
  <!-- Overtime Rate: Required. Must be >= 0 and < 10,000. Set to 0.0 if no overtime applies. -->
  <CPR:hrlyPayRateOvertime>45.0</CPR:hrlyPayRateOvertime>
  <!-- Doubletime Rate: Required. Must be >= 0 and < 10,000. Set to 0.0 if no doubletime applies. -->
  <CPR:hrlyPayRateDoubletime>60.0</CPR:hrlyPayRateDoubletime>
  <!-- Sum of hrlyPayRateStraightTime and sum of fringe values. -->
  <CPR:totalHrlyPayRateStraightTime>15.0</CPR:totalHrlyPayRateStraightTime>
  <!-- Sum of hrlyPayRateOvertime and sum of fringe values. -->
  <CPR:totalHrlyPayRateOvertime>45.0</CPR:totalHrlyPayRateOvertime>
  <!-- Sum of hrlyPayRateDoubletime and sum of fringe values. -->
  <CPR:totalHrlyPayRateDoubletime>60.0</CPR:totalHrlyPayRateDoubletime>
</CPR:hrlyPayRate>
</CPR:classification>
▼<CPR:classification name="Other (Please specify)">
  <!-- Classification Other: Required because the classification name is
        "Other (Please specify)". Provide the plain-text classification description.
        Maximum 300 characters. -->
  <CPR:classificationOther>Asbestos and Lead Abatement Worker</CPR:classificationOther>
  <!-- Craft: Required. Must not be empty. Enter "Other" when the craft is not
        in the recognized list, then populate craftOther below. -->
  <CPR:craft>Other</CPR:craft>
  <!-- Craft Other: Required because craft is "Other".
        Provide the plain-text craft description. -->
  <CPR:craftOther>Explaining craft here</CPR:craftOther>
  <!-- Employee Level: Required. Must be exactly "journeyman" or "apprentice" (lowercase). -->
  <CPR:employeeLevel>journeyman</CPR:employeeLevel>
  <!-- Apprentice Level: Leave empty when employeeLevel is "journeyman".
        Required when employeeLevel is "apprentice" – must be a whole number from 1 to 10. -->
  <CPR:apprenticeLevel/>

```

The *hrlyPayRate* element in the V2 CPRSample Schema, including the total pay rate fields.

The `hrlyPayRate` element contains the base hourly rates for this `classification`, plus the total pay rate fields. The total fields are source-of-truth fields - they are stored as entered and are not recalculated by the system. Each total is the base hourly rate plus the sum of the fringe benefit amounts entered for that classification.

### 5.6.11 Payments

```

▼<CPR:hrlyPayRate>
  <!-- Straight Time Rate: Required. Must be > 0 and < 10,000. Decimal, up to 2 decimal places. -->
  <CPR:hrlyPayRateStraightTime>32.10</CPR:hrlyPayRateStraightTime>
  <!-- Overtime Rate: Required. Must be >= 0 and < 10,000. Set to 0.0 if no overtime applies. -->
  <CPR:hrlyPayRateOvertime>48.15</CPR:hrlyPayRateOvertime>
  <!-- Doubletime Rate: Required. Must be >= 0 and < 10,000. Set to 0.0 if no doubletime applies. -->
  <CPR:hrlyPayRateDoubletime>64.20</CPR:hrlyPayRateDoubletime>
  <!-- Sum of hrlyPayRateStraightTime and sum of fringe values. -->
  <CPR:totalHrlyPayRateStraightTime>30.0</CPR:totalHrlyPayRateStraightTime>
  <!-- Sum of hrlyPayRateOvertime and sum of fringe values. -->
  <CPR:totalHrlyPayRateOvertime>45.0</CPR:totalHrlyPayRateOvertime>
  <!-- Sum of hrlyPayRateDoubletime and sum of fringe values. -->
  <CPR:totalHrlyPayRateDoubletime>60.0</CPR:totalHrlyPayRateDoubletime>
</CPR:hrlyPayRate>
</CPR:classification>
</CPR:classifications>
▼<CPR:payments>
  <!-- Travel Subsistence: Required. Employer-paid travel allowance – not a wage deduction.
        Decimal, up to 2 decimal places, must be >= 0 and < 100,000,000.
        Set to 0.0 if no travel subsistence was paid. -->
  <CPR:travelSubs>10.0</CPR:travelSubs>
</CPR:payments>
▼<CPR:deductions>
  <!-- Wage Deductions: All fields required. Decimal, up to 2 decimal places.
        Each value must be >= 0 and < 100,000,000. Set to 0.0 if no deduction applies.
        If a tag is missing or placed outside this block the value will be treated
        as missing and the submission will fail.
        "other" covers any deduction category not listed above (e.g. miscellaneous).
        Note: travelSubs is NOT a deduction and belongs in the payments block above. -->
  <CPR:fedTax>1.0</CPR:fedTax>
  <CPR:FICA>2.0</CPR:FICA>
  <CPR:stateTax>3.0</CPR:stateTax>
  <CPR:SDI>4.0</CPR:SDI>
  <CPR:fundAdmin>5.0</CPR:fundAdmin>
  <CPR:savings>6.0</CPR:savings>
  <CPR:dues>7.0</CPR:dues>
  <CPR:other>8.0</CPR:other>
  <!-- Sum of all above deductions. -->
  <CPR:totalDeductions>36.0</CPR:totalDeductions>
</CPR:deductions>

```

*The travelSubs and deductions elements in the V2 CPRSample Schema.*

The `payments` element contains employer-paid allowances. `travelSubs` must be a decimal value greater than or equal to 0 and less than 100,000,000, with up to two decimal places. Enter 0.0 if none. `travelSubs` is not a deduction and must **not** be included in `totalDeductions`.

### 5.6.12 Deductions

```

▼<CPR:hrlyPayRate>
  <!-- Straight Time Rate: Required. Must be > 0 and < 10,000. Decimal, up to 2 decimal places. -->
  <CPR:hrlyPayRateStraightTime>32.10</CPR:hrlyPayRateStraightTime>
  <!-- Overtime Rate: Required. Must be >= 0 and < 10,000. Set to 0.0 if no overtime applies. -->
  <CPR:hrlyPayRateOvertime>48.15</CPR:hrlyPayRateOvertime>
  <!-- Doubletime Rate: Required. Must be >= 0 and < 10,000. Set to 0.0 if no doubletime applies. -->
  <CPR:hrlyPayRateDoubletime>64.20</CPR:hrlyPayRateDoubletime>
  <!-- Sum of hrlyPayRateStraightTime and sum of fringe values. -->
  <CPR:totalHrlyPayRateStraightTime>30.0</CPR:totalHrlyPayRateStraightTime>

```

```

    <!-- Sum of hrlyPayRateOvertime and sum of fringe values. -->
    <CPR:totalHrlyPayRateOvertime>45.0</CPR:totalHrlyPayRateOvertime>
    <!-- Sum of hrlyPayRateDoubletime and sum of fringe values. -->
    <CPR:totalHrlyPayRateDoubletime>60.0</CPR:totalHrlyPayRateDoubletime>
  </CPR:hrlyPayRate>
</CPR:classification>
</CPR:classifications>
▼<CPR:payments>
  <!-- Travel Subsistence: Required. Employer-paid travel allowance – not a wage deduction.
        Decimal, up to 2 decimal places, must be >= 0 and < 100,000,000.
        Set to 0.0 if no travel subsistence was paid. -->
  <CPR:travelSubs>10.0</CPR:travelSubs>
</CPR:payments>
▼<CPR:deductions>
  <!-- Wage Deductions: All fields required. Decimal, up to 2 decimal places.
        Each value must be >= 0 and < 100,000,000. Set to 0.0 if no deduction applies.
        If a tag is missing or placed outside this block the value will be treated
        as missing and the submission will fail.
        "other" covers any deduction category not listed above (e.g. miscellaneous).
        Note: travelSubs is NOT a deduction and belongs in the payments block above. -->
  <CPR:fedTax>1.0</CPR:fedTax>
  <CPR:FICA>2.0</CPR:FICA>
  <CPR:stateTax>3.0</CPR:stateTax>
  <CPR:SDI>4.0</CPR:SDI>
  <CPR:fundAdmin>5.0</CPR:fundAdmin>
  <CPR:savings>6.0</CPR:savings>
  <CPR:dues>7.0</CPR:dues>
  <CPR:other>8.0</CPR:other>
  <!-- Sum of all above deductions. -->
  <CPR:totalDeductions>36.0</CPR:totalDeductions>
</CPR:deductions>

```

*The deductions element in the V2 CPRSample Schema, showing fedTax, FICA, stateTax, and other fields.*

All deduction fields are required. If a tag is missing or placed outside this block, the value will be treated as missing and the submission will fail. The other field covers any deduction category not listed above (for example, miscellaneous). totalDeductions is a source-of-truth field - it is stored directly and is not recalculated by the system. It must equal the sum of all deduction fields above and must not include travelSubs or fringe amounts.

### 5.6.13 Earnings

```

▼<CPR:earnings>
  <!-- Gross This Project: Required. Total gross wages earned on this project this week.
        Decimal, up to 2 decimal places, must be >= 0 and < 100,000,000. -->
  <CPR:grossThisProject>1245.0</CPR:grossThisProject>
  <!-- Gross All Work: Required. Total gross wages earned across all work this week.
        Decimal, up to 2 decimal places, must be >= 0 and < 100,000,000. -->
  <CPR:grossAllWork>2000.0</CPR:grossAllWork>
  <!-- Net Wage Paid This Week: Required. Net wages after all deductions.
        Decimal, up to 2 decimal places, must be >= 0 and < 100,000,000. -->
  <CPR:netWagePaidWeek>1245.0</CPR:netWagePaidWeek>
  <!-- Check Number: Required. The check or transaction number for this payment.
        Use "CASH" for cash payments. Maximum 20 characters. -->
  <CPR:checkNum>1007</CPR:checkNum>
</CPR:earnings>
</CPR:employee>
</CPR:employees>
</CPR:payrollInfo>
</CPR:eCPR>

```

*The earnings element in the V2 CPRSample Schema.*

The `earnings` element is a summary of the employee's gross and net wages for the payroll week. It is placed after `deductions` because `netWagePaidWeek` is calculated from gross wages minus deductions. `grossThisProject`, `grossAllWork`, and `netWagePaidWeek` are all source-of-truth fields - see [section 5.1](#).

## 6. Full List of XML Fields

This section lists every element in the V2 eCPR schema, in the order it appears in the file, along with its requirement and any additional notes.

| Element                     | Requirement                                      | Notes                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----------------------------|--------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>5.2 Contractor Info</b>  |                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <code>contractorName</code> | Required. Maximum 56 characters.                 | Name of the contractor or company legally responsible for this payroll.                                                                                                                                                                                                                                                                                                                                                                                |
| <code>contractorPWCR</code> | Required. Exactly 10 numeric digits.             | Must match the PWCR number on file with DIR. A mismatched or missing PWCR will cause a hard submission failure. To register a new PWCR number, visit <a href="http://services.dir.ca.gov/pw">services.dir.ca.gov/pw</a> .                                                                                                                                                                                                                              |
| <b>5.3 Project Info</b>     |                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <code>awardingBody</code>   | Optional. Maximum 56 characters.                 | Retained for reference only.                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <code>projectID</code>      | Required. Numeric.                               | Must match the project ID registered with DIR. Mismatched or missing project ID will cause a hard submission failure. Look up a project ID at <a href="http://dir.ca.gov/pwc100ext/ExternalLookup.aspx">dir.ca.gov/pwc100ext/ExternalLookup.aspx</a> , or request to be added to a project at <a href="http://dir.ca.gov/Public-Works/Guides/Request-Addition-to-a-project.pdf">dir.ca.gov/Public-Works/Guides/Request-Addition-to-a-project.pdf</a> . |
| <b>5.4 Payroll Info</b>     |                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <code>statementOfNP</code>  | Required. Must be "true" or "false" (lowercase). | Set to true when no work was performed during the payroll week; employee information is not added. Set to false when at least one employee with hours greater than 0 is expected.                                                                                                                                                                                                                                                                      |

| Element                        | Requirement                            | Notes                                                                                                                                                                                                                                                   |
|--------------------------------|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| forWeekEnding                  | Required. Format YYYY-MM-DD.           | Must be a real calendar date. The payroll week covers this date and the six preceding days. Earliest allowed value is 2010-01-07.                                                                                                                       |
| payrollNum                     | Leave empty or omit.                   | System-assigned.                                                                                                                                                                                                                                        |
| amendmentNum                   | Leave empty or omit.                   | System-assigned.                                                                                                                                                                                                                                        |
| <b>5.6.1 Employee Identity</b> |                                        |                                                                                                                                                                                                                                                         |
| firstName                      | Required. Maximum 56 characters.       | If this tag is missing or in the wrong location, the submission will fail.                                                                                                                                                                              |
| lastName                       | Required. Maximum 56 characters.       | If this tag is missing or in the wrong location, the submission will fail.                                                                                                                                                                              |
| middleName                     | Optional. Maximum 56 characters.       | An existing value is not cleared when this field is left empty.                                                                                                                                                                                         |
| <b>5.6.2 Address</b>           |                                        |                                                                                                                                                                                                                                                         |
| street                         | Required. Maximum 40 characters.       |                                                                                                                                                                                                                                                         |
| city                           | Required. Maximum 250 characters.      |                                                                                                                                                                                                                                                         |
| state                          | Required. Exactly 2 uppercase letters. | Examples: CA, NY, TX                                                                                                                                                                                                                                    |
| zip                            | Required.                              | 5-digit (12345) or 9-digit (12345-6789) format accepted.                                                                                                                                                                                                |
| <b>5.6.3 SSN and ITIN</b>      |                                        |                                                                                                                                                                                                                                                         |
| ssn                            | 9 numeric digits, no dashes or spaces. | Leave empty if using ITIN only. At least one of <code>ssn</code> or <code>itin</code> must be populated. SSN takes priority when both are provided. Must be unique within the submission - duplicate SSNs will cause affected employees to be rejected. |

| Element                                                                     | Requirement                                                                     | Notes                                                                                                                                                                        |
|-----------------------------------------------------------------------------|---------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <code>itin</code>                                                           | 9 numeric digits, no dashes or spaces.                                          | Leave empty if using SSN. At least one of <code>ssn</code> or <code>itin</code> must be populated.                                                                           |
| <b>5.6.4 Notes</b>                                                          |                                                                                 |                                                                                                                                                                              |
| <code>notes</code>                                                          | Optional. Maximum 256 characters.                                               | Free text. HTML tags are stripped before storage.                                                                                                                            |
| <b>5.6.5 Classifications</b>                                                |                                                                                 |                                                                                                                                                                              |
| <code>classification</code> (name attribute)                                | Required. Must not be empty.                                                    | Use the official classification name.                                                                                                                                        |
| <code>craft</code>                                                          | Required. Must not be empty.                                                    | Use the official craft name.                                                                                                                                                 |
| <code>employeeLevel</code>                                                  | Required. Must be exactly "journeyman" or "apprentice" (lowercase).             |                                                                                                                                                                              |
| <code>apprenticeLevel</code>                                                | Required when <code>employeeLevel</code> is "apprentice". Whole number 1 to 10. | Leave empty when <code>employeeLevel</code> is "journeyman".                                                                                                                 |
| <b>5.6.6 Hours Worked Each Day</b>                                          |                                                                                 |                                                                                                                                                                              |
| <code>day</code> (id attribute)                                             | Exactly 7-day elements required, id 1 through 7 in sequential order.            | No duplicates, no gaps. id="1" is the first day of the payroll week; id="7" must be the <code>forWeekEnding</code> date. All 7 days must be present even when hours are 0.0. |
| <code>date</code>                                                           | Format YYYY-MM-DD. Must be a real calendar date.                                | Dates must be consecutive and fall within [ <code>forWeekEnding</code> minus 6 days, <code>forWeekEnding</code> ]. Duplicate dates are not permitted.                        |
| <code>straightTime</code> , <code>overtime</code> , <code>doubletime</code> | Decimal, up to 2 decimal places. Must be $\geq 0$ and $< 100$ per field.        | Set to 0.0 if no hours worked. Combined ST+OT+DT across all classifications for any single day must not exceed 24 hours.                                                     |

| Element                                                        | Requirement                                                                  | Notes                                                                                                                                            |
|----------------------------------------------------------------|------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>5.6.7 Fringe Benefits Paid</b>                              |                                                                              |                                                                                                                                                  |
| paidToEmployee,<br>paidToBenefitPlan                           | Both required. Must be "true" or "false". At least one must be "true".       | paidToEmployee: true if fringe is paid directly to the worker as cash.<br>paidToBenefitPlan: true if fringe is paid to an approved benefit plan. |
| <b>5.6.8 Fringe Benefit Amounts</b>                            |                                                                              |                                                                                                                                                  |
| healthWelfare,<br>vacationHoliday, pension,<br>training, other | All required. Decimal $\geq 0$ and $< 100,000,000$ , up to 2 decimal places. | Set to 0.0 if a category does not apply. "other" covers any fringe benefit not covered by the named categories.                                  |
| <b>5.6.9 Total Hours</b>                                       |                                                                              |                                                                                                                                                  |
| totHrsStraightTime,<br>totHrsOvertime,<br>totHrsDoubletime     | Required. Decimal $\geq 0$ .                                                 | Must equal the sum of the corresponding daily values. Combined total must be $> 0$ unless statementOfNP is "true".                               |
| <b>5.6.10 Hourly Pay Rates and Totals</b>                      |                                                                              |                                                                                                                                                  |
| hrlyPayRateStraightTime                                        | Required. Greater than 0 and less than 10,000.                               | Base straight-time rate.                                                                                                                         |
| hrlyPayRateOvertime                                            | Required. Greater than or equal to 0 and less than 10,000.                   | Base overtime rate. Set to 0.0 if none.                                                                                                          |
| hrlyPayRateDoubletime                                          | Required. Greater than or equal to 0 and less than 10,000.                   | Base doubletime rate. Set to 0.0 if none.                                                                                                        |
| totalHrlyPayRateStraightTime                                   | Required. Greater than or equal to 0 and less than 10,000.                   | hrlyPayRateStraightTime plus the sum of the fringe benefit amounts. Source of truth - not recalculated by the system.                            |
| totalHrlyPayRateOvertime                                       | Required. Greater than or equal to 0 and less than 10,000.                   | hrlyPayRateOvertime plus the sum of the fringe benefit amounts. Source of truth - not recalculated by the system.                                |

| Element                                                      | Requirement                                                         | Notes                                                                                                                                                                   |
|--------------------------------------------------------------|---------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| totalHrlyPayRateDoubletime                                   | Required. Greater than or equal to 0 and less than 10,000.          | hrlyPayRateDoubletime plus the sum of the fringe benefit amounts. Source of truth - not recalculated by the system.                                                     |
| <b>5.6.11 Payments</b>                                       |                                                                     |                                                                                                                                                                         |
| travelSubs                                                   | Required. Greater than or equal to 0 and less than 100,000,000.     | Employer-paid travel allowance. Not a deduction - must not be included in totalDeductions. Set to 0.0 if none.                                                          |
| <b>5.6.12 Deductions</b>                                     |                                                                     |                                                                                                                                                                         |
| fedTax, FICA, stateTax, SDI, fundAdmin, savings, dues, other | All required. Greater than or equal to 0 and less than 100,000,000. | "other" covers any deduction category not listed above. If a tag is missing or placed outside this block, the value is treated as missing and the submission will fail. |
| totalDeductions                                              | Required. Greater than or equal to 0 and less than 100,000,000.     | Sum of all deduction fields above. Source of truth - not recalculated by the system. Must not include travelSubs or fringe amounts.                                     |
| <b>5.6.13 Earnings</b>                                       |                                                                     |                                                                                                                                                                         |
| grossThisProject                                             | Required. Greater than or equal to 0 and less than 100,000,000.     | Total gross wages on this project this week. Source of truth - not recalculated by the system.                                                                          |
| grossAllWork                                                 | Required. Greater than or equal to 0 and less than 100,000,000.     | Total gross wages across all work this week. Source of truth - not recalculated by the system.                                                                          |
| netWagePaidWeek                                              | Required. Greater than or equal to 0 and less than 100,000,000.     | Net wages after all deductions. Source of truth - not recalculated by the system.                                                                                       |
| checkNum                                                     | Required. Maximum 20 characters.                                    | Check or transaction number. Use "CASH" for cash payments.                                                                                                              |