FAQ: How to assign a cost to resources

This article explains how to assign a cost to a specific resource, or group of resources, as part of the standard cost calculations.

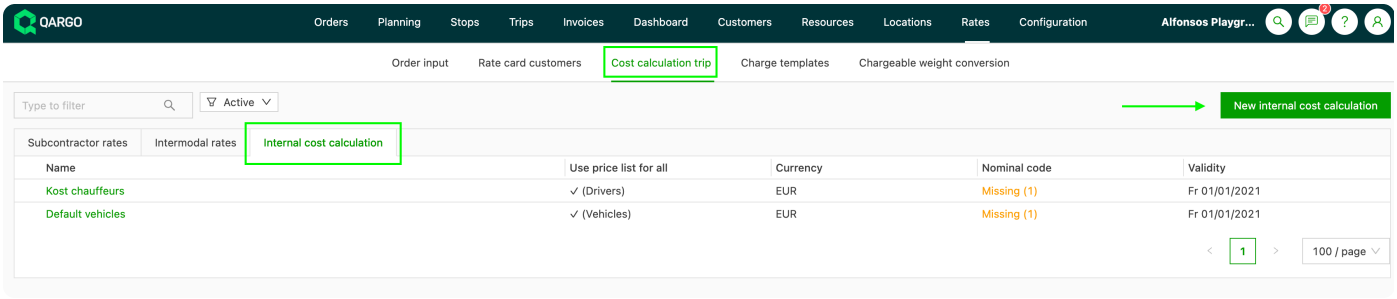
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Q. A specific lane has different costs from the default costs. Each week, the drivers allocated to these routes change. How can costs be allocated to the resources so they are easy to update when the resources move around?

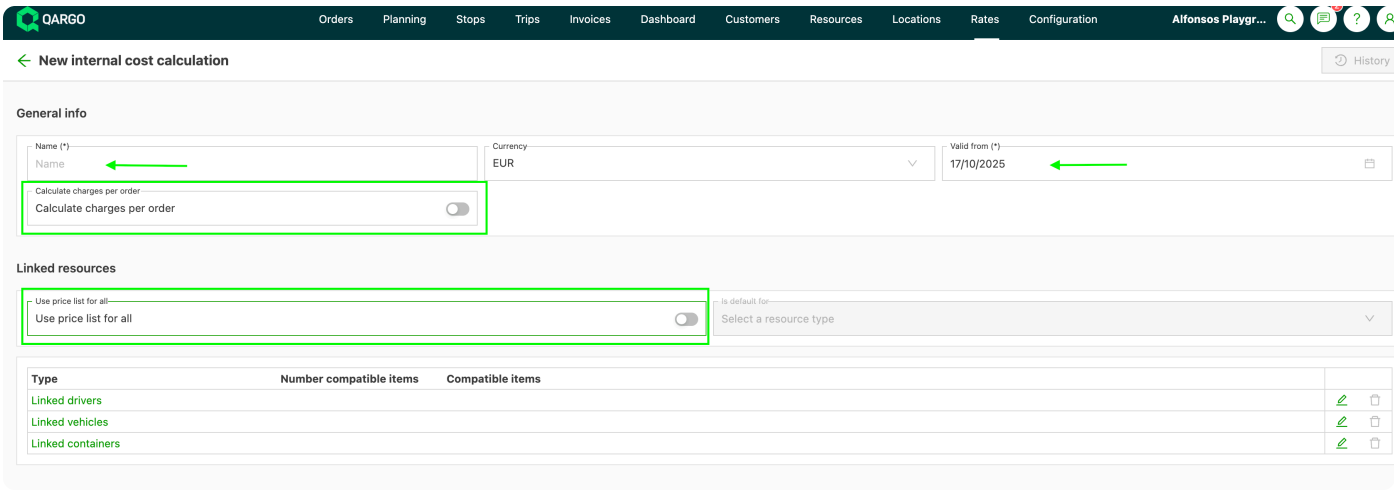
A. The cost calculation price list can include conditions based on resources. When these conditions are met, the prices triggered are the ones allocated to the resources specified in the conditions. To update the allocated resources, use the **'Add collection'** function and copy the previous rates. This makes it simple to update the allocated resources within the new time frame. The steps below show how to set up this cost calculation price list.

Set up cost calculation.

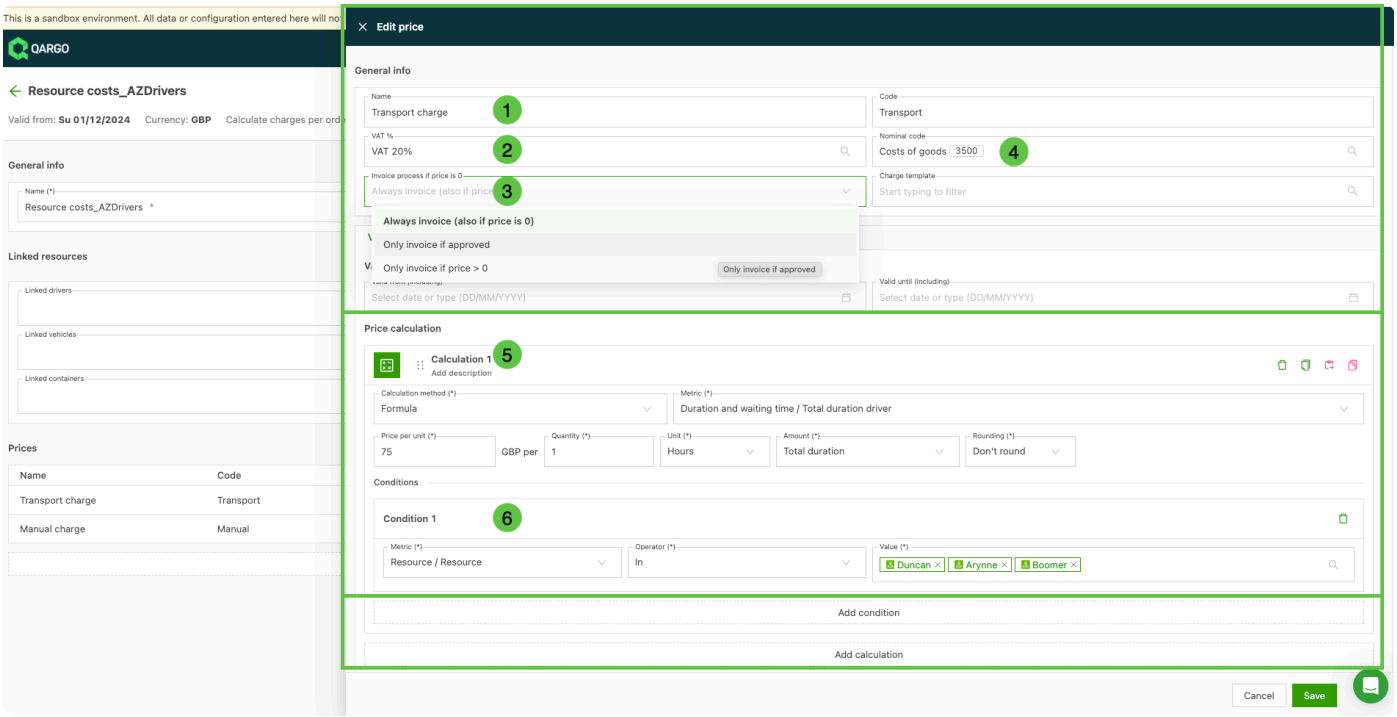
From **Rates**, click the **Cost calculation load** tab and select the **Internal cost calculation** view. Click **'New internal cost calculation'**.



Give the new cost price list a name that makes it easy to identify in the list of costs, and set the validity date. If no date is set, it defaults to the current date.



Once saved, the price list shows with the 'Transport charge' line created. Click the edit icon (pencil) to open the ***'Edit price'*** screen and start adding the cost calculations.

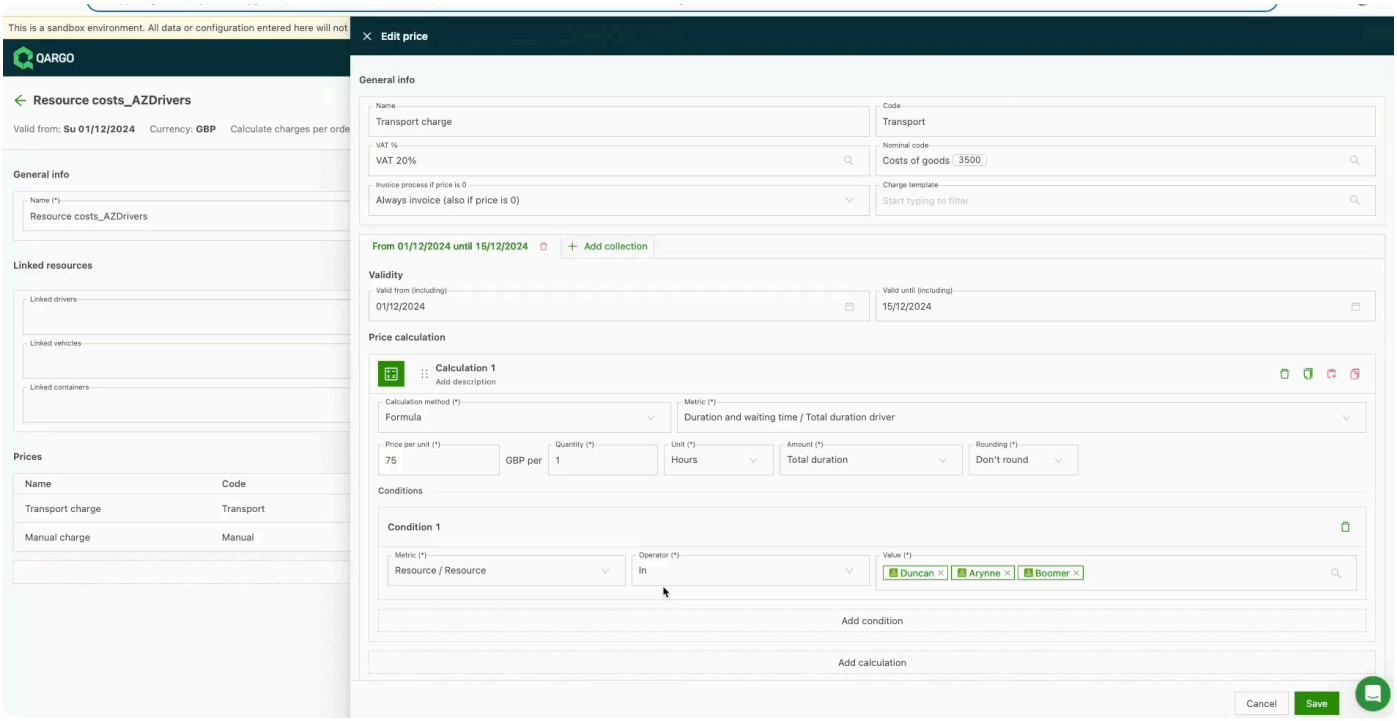


1. The default line item shows as ‘Transport charge’. Edit this if necessary, for example to ‘Driver hourly rate’.
2. Select the appropriate tax rate. This helps when creating carrier invoices.
3. Select any applicable conditions that determine whether this charge shows. Options include:
    1. Always invoice: Shows even if the value = 0.00.
    2. Only invoice if approved: Shows the cost as a redacted cost, with the approval function showing. Once approved, the value shows.
    3. Only invoice if price >0: If the value is 0.00, the line is removed. **Select this option so the line only shows if the cost applies to the resource.**
4. Add the appropriate GL code for the costs. This sends the charge to the appropriate chart of accounts when importing into the accounting package.
5. *Calculation 1:* This is where the individual cost is configured. Set the formula that supports the charges. In this example, an hourly rate of £75.00 is applied.
6. *Condition 1:* This is the condition that applies to the calculation. Under the ***Metric*** option, select **RESOURCE**. This opens a submenu with different options that can be applied. In this example, select **Resource** again. Next, select the ***Operator*** option. This is where to specify whether the resource **Is/Is not** (for a single resource) or **In/Not in** (for multiple resources). Based on the selection, enter the specific resource(s) the condition applies to.

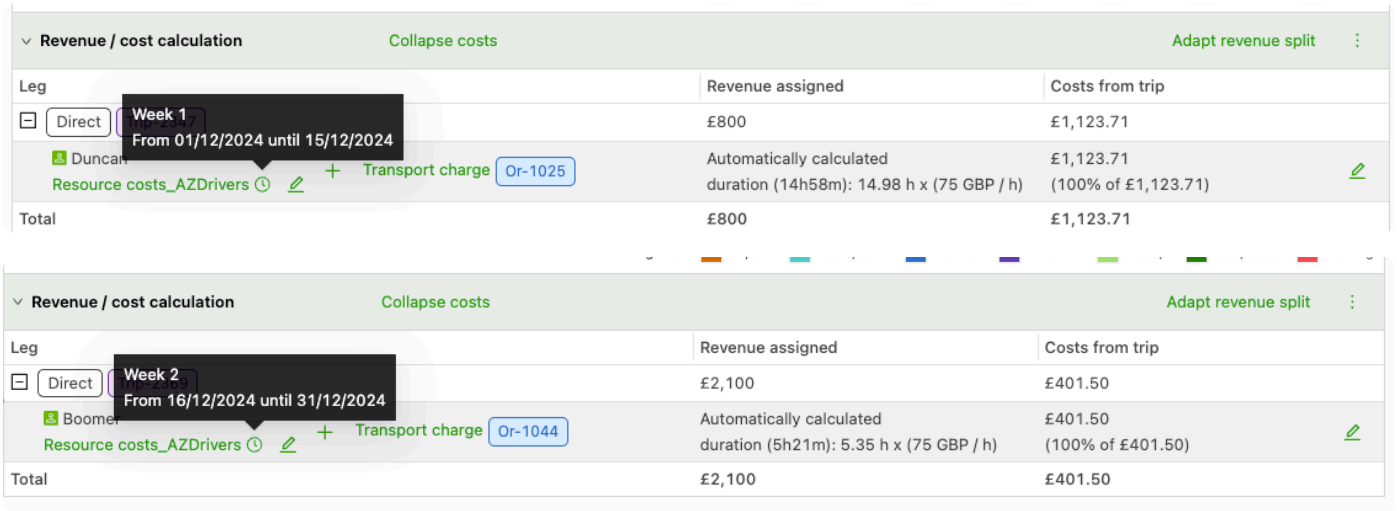
Click **Save** once all the cost parameters have been entered.

Add collections

Once the charges are configured, set the **Valid from** and **Valid to** dates, which creates the collection. The tab shows the validity dates by default, but these can be overwritten.
To make any changes to the collection, click ***‘Add collection’*** and select the ***Duplicate*** option. This copies the calculations and updates the **Valid from** date to the next sequential date. The only remaining step is to update the resources now allocated during this time frame.



This creates a new collection with specific resources allocated. Any loads these resources are allocated to during the allocated time frame show the costs associated with this collection.



Click here to learn more about cost calculations.