DEPARTMENT OF BUDGET AND FINANCE
STATE OF HAWAII
PUBLIC UTILITIES COMMISSION

UNIFORM SYSTEM OF ACCOUNTS FOR MOTOR CARRIERS
PROPERTY

EFFECTIVE: JANUARY 1, 1993
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### FIXED ASSETS

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- **OTHER FIXED ASSETS (OTHER)**
- **ACCUMULATED DEPRECIATION - OTHER**
- **NON-PUC FIXED ASSETS (NON-PUC)**
- **ACCUMULATED DEPRECIATION - NON-PUC**
- **INTANGIBLE FIXED ASSETS (INTANGIBLE)**
- **ACCUMULATED AMORTIZATION - INTANGIBLE**

### OTHER ASSETS

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- **INVESTMENTS**
- **ADVANCES**
- **PREPAYMENTS**
- **OTHER ASSETS**

### CURRENT LIABILITIES

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- **NOTES PAYABLE**
- **ACCOUNTS PAYABLE**
- **SALARIES AND WAGES PAYABLE**
- **COD'S UNREMITTED**
- **TAXES WITHHELD**
- **ACCRUED PAYROLL TAXES**
- **INCOME TAXES PAYABLE**
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ACCOUNT
    NEW    OLD

CURRENT LIABILITIES - CONTINUED

514    514    OTHER TAXES PAYABLE
518    518    OTHER ACCRUED LIABILITIES
520    520    OTHER CURRENT LIABILITIES

LONG TERM DEBT

600    600    EQUIPMENT OBLIGATIONS
620    620    OTHER LONG TERM DEBT

DEFERRED CREDITS AND RESERVES

700    700    DEFERRED CREDITS
710    710    OTHER RESERVES

EQUITY (CORPORATION)

800    800    CAPITAL STOCK
805    805    PAID IN CAPITAL
820    820    CURRENT YEAR PROFIT AND LOSS
825    -    PRIOR YEAR(S) ADJUSTMENTS
830    830    RETAINED EARNINGS
835    -    TREASURY STOCK
ACCOUNT

NEW  OLD

EQUITY (PROPRIETORSHIP)

850  800  CAPITAL
851  810  DRAWING ACCOUNT
852  820  CURRENT YEAR PROFIT AND LOSS
853  -  PRIOR YEAR(S) ADJUSTMENTS

EQUITY (PARTNERSHIP)

875  800  CAPITAL
876  810  PARTNER’S DRAWING ACCOUNT
877  820  CURRENT YEAR PROFIT AND LOSS
878  -  PRIOR YEAR(S) ADJUSTMENTS

OPERATING REVENUES

1010  1010  GENERAL COMMODITIES
1011  1011  SPECIFIC COMMODITIES
1020  1020  BREAK BULK AND DELIVERY
1030  1030  HOUSEHOLD GOODS - PUC
1031  1031  HOUSEHOLD GOODS - MILITARY CONTRACTS
1032  1032  HOUSEHOLD GOODS - INTERSTATE
1040  1040  DUMP TRUCK
1050  -  PUBLIC WAREHOUSING (STORAGE IN TRANSIT)
ACCOUNT
NEW OLD

OPERATING REVENUES - CONTINUED

1060 1060 OTHER PUC REVENUES
1070   * NON-PUC REVENUES

* FORMERLY 1052 (EQUIPMENT RENTALS - TRUCKS), 1053 (EQUIPMENT RENTALS - OTHERS), 1055 (PUBLIC WAREHOUSING REVENUES), 1056 (COMMISSIONS), AND 1057 (LOADING - DUMP TRUCK OPERATIONS).

OPERATING AND MAINTENANCE EXPENSES

SALARIES AND WAGES

1110  1110 ADMINISTRATIVE
1120  1120 SUPERVISORY
-    1130 DRIVERS
1130  - DRIVERS - GENERAL COMMODITIES, SPECIFIC COMMODITIES, BREAK BULK & DELIVERY
1131  - DRIVERS - DUMP TRUCK
1132  - DRIVERS - HOUSEHOLD
-    1140 HELPERS, TERMINAL AND WAREHOUSE
1140  - HELPERS, TERMINAL AND WAREHOUSE - GENERAL COMMODITIES, SPECIFIC COMMODITIES, AND BREAK BULK & DELIVERY
1141  - HELPERS, TERMINAL AND WAREHOUSE - HOUSEHOLD
1142  - HELPERS, TERMINAL AND WAREHOUSE - WAREHOUSE
### USOA, CHART OF ACCOUNTS
### PROPERTY CARRIERS
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| 1150 | 1150 | DISPATCHERS |
| 1160 | 1160 | REPAIRS, SERVICE AND MAINTENANCE |
| 1170 | 1170 | OFFICE AND CLERICAL |
| 1180 | 1180 | SALESPEOPLE |
| 1190 | 1190 | OTHERS, NOT ELSEWHERE CLASSIFIED |

### PAYROLL RELATED ITEMS

| 1210 | 1210 | WORKERS’ COMPENSATION |
| 1220 | 1220 | FEDERAL INSURANCE CONTRIBUTIONS ACT (FICA) |
| 1230 | 1230 | STATE UNEMPLOYMENT INSURANCE (SUTA) |
| 1240 | 1240 | FEDERAL UNEMPLOYMENT TAX (FUTA) |
| 1250 | 1250 | TEMPORARY DISABILITY INSURANCE (TDI) |
| 1260 | 1260 | HEALTH AND WELFARE |
| 1260 |  -  | MEDICAL INSURANCE |
| 1261 |  -  | DENTAL INSURANCE |
| 1262 |  -  | DRUG AND VISION INSURANCE |
| 1263 |  -  | GROUP LIFE INSURANCE |
| 1264 |  -  | OTHER EMPLOYEE EXPENSES |
| 1265 |  -  | MEALS, TRAVEL AND LODGING |
| 1270 | 1270 | PENSIONS |
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PAYROLL RELATED ITEMS - CONTINUED

1280   -   BONUSES AND INCENTIVE COMPENSATIONS
1290 1290   OTHER PAYROLL RELATED ITEMS

EQUIPMENT MAINTENANCE

1310 1310   SHOP AND GARAGE
- 1320   REPAIRS AND SERVICING
1320   -   REPAIR PARTS
1321   -   REPAIRS - OUTSIDE SERVICES
1322   -   SHOP SUPPLIES
1330 1330   TIRES AND TUBES
1390 1390   OTHER EQUIPMENT MAINTENANCE EXPENSES

TRANSPORTATION

- 1410   FUEL AND OIL
1410   -   FUEL - DIESEL
1411   -   FUEL - GASOLINE
1412   -   OIL AND LUBRICANTS
- 1420   HIRED OR LEASED TRANSPORTATION
1420   -   LEASED OR RENTED EQUIPMENT
- 1430   EQUIPMENT RENTS - WITH DRIVERS
ACCOUNT

NEW   OLD

TRANSPORTATION - CONTINUED

1440    -  SUBCONTRACT TRANSPORTATION
1450    -  PACKING MATERIALS - HOUSEHOLD GOODS
1451    -  TRANSPORTATION SUPPLIES
1452    -  OCEAN FREIGHT
1453    -  DESTINATION AGENTS (DESTINATION AND ORIGIN)
1490 1490  OTHER TRANSPORTATION EXPENSES

STATION OR TERMINAL

1510 1510  TERMINAL RENT
1520 1520  COMMISSION AGENTS
1590 1590  OTHER STATION OR TERMINAL EXPENSES

TRAFFIC

1610 1610  COMMISSIONS
1620 1620  TARIFFS AND SCHEDULES
1630 1630  ADVERTISING
1690 1690  OTHER TRAFFIC EXPENSES
INSURANCE AND SAFETY

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ADMINISTRATIVE AND GENERAL

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ACCOUNT

NEW       OLD

DEPRECIATION AND AMORTIZATION EXPENSES

1910    1910  DEPRECIATION - BUILDING AND IMPROVEMENTS
1920    1920  DEPRECIATION - REVENUE EQUIPMENT
1930    1930  DEPRECIATION - SERVICE CARS AND EQUIPMENT
1940    1940  DEPRECIATION - SHOP AND GARAGE EQUIPMENT
1950    1950  DEPRECIATION - OFFICE FURNITURE AND EQUIPMENT
1960    1960  DEPRECIATION - OTHER FIXED ASSETS
1970    1970  DEPRECIATION - NON-PUC FIXED ASSETS
1980    1980  AMORTIZATION OF INTANGIBLES

OPERATING TAXES, LICENSES, AND FEES

2010    2010  VEHICLE LICENSE AND REGISTRATION
2011    -     FEDERAL HIGHWAY USE TAX
2020    2020  REAL PROPERTY TAX
2030    2030  PUC MOTOR CARRIER FEE
2040    2040  AIRPORT FEE
2050    2050  PUBLIC SERVICE COMPANY TAX
2070    -     GENERAL EXCISE TAX
2090    2090  OTHER TAXES, LICENSES, AND FEES
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DESCRIPTION OF ACCOUNTS
FOR PROPERTY CARRIERS

BALANCE SHEET

ASSETS

Current Assets

100 Cash on Hand
This account shall include amounts advanced to officers, agents, employees and others as petty cash or working funds.

101 Cash in Bank
This account shall include the amount of deposits in banks or other financial institutions; also cash in transit for which agents or drivers have received credit.

104 Special Deposits
This account shall include the amount of cash deposited for a specific purpose such as the payment of dividends, interest notes, mortgages and other current debts; also moneys deposited with federal, state or municipal authorities, or others to insure the performance of contracts within one year from date of deposit.

105 Marketable Securities
This account shall include all securities that are of a readily salable nature.

108 Notes Receivable
This account shall include amounts receivable by notes, contracts, or other written agreements payable on demand or within a time not exceeding one year from date of issue.
110 **Accounts Receivable**

This account shall include amounts due from others for material and supplies furnished and services rendered; for transportation and storage charges; for balances due from agents, drivers, or other employees; for interest and dividends receivable; for amounts due from other carriers representing traffic and similar items.

110-A **Allowance for Uncollectible Accounts**

This account shall be credited with receivables which may become uncollectible. To determine the treatment of uncollectibles, the carrier may elect to choose a methodology that is acceptable by the Internal Revenue Service.

118 **Materials and Supplies**

This account shall include the cost of all materials and supplies held in inventory, including gasoline, oil, tires, tubes, spare parts, etc. When any materials or supplies are issued for use, it shall be credited to this account and charged to the appropriate construction or operation and maintenance expense accounts.

119 **Other Current Assets**

This account shall include all assets of a current nature which are not includible in any of the foregoing current asset accounts.

**Fixed Assets**

200 **Land**

This account shall include the cost of land acquired for use directly in connection with the motor carrier operations for such purposes as general office buildings, shops, garages, stations, terminals, shelters, and loading.
201 Buildings and Improvements

This account shall include the cost of buildings and improvements used in motor carrier operations. It includes buildings and permanent fixtures to house, support or safeguard property or persons.

202 Revenue Equipment

This account shall include vehicles and equipment which are used to generate revenues for its motor carrier operations. Interest, insurance, and finance charges included in deferred payment contracts shall be charged to Account 320, Other Assets, and written off to appropriate accounts as payments are made during the period covered by the contract.

203 Service Cars and Equipment

This account shall include automotive equipment used in connection with keeping revenue vehicles in operation, including cars and trucks used as trouble wagons for servicing revenue vehicles on the road, and vehicles used by officials, starters and inspectors. This account shall also include the cost of appliances or accessory equipment such as cranes, hoists, and special tools and devices which are used to service the vehicles.

204 Shop and Garage Equipment

This account shall include machinery and garage equipment which are used in shops and garages. Records shall be kept to reflect separate costs for each major item of equipment.

205 Office Furniture and Equipment

This account shall include office furniture, office equipment, and appliances used in the carrier's offices, garage, terminal and other areas of its operations.

The records shall be maintained to reflect the carrier's investment in office furniture and equipment at each location.
206 Other Fixed Assets

This account shall include the cost of all other property and equipment not includible in the above.

240 Non-PUC Fixed Assets

This account shall include the cost of land, structures, and equipment owned by the carrier but used in other than motor carrier operations.

200-D Accumulated Depreciation

This account shall reflect the accumulated depreciation balances for each class of property as follows:

- 201-D Buildings and Improvements
- 202-D Revenue Equipment
- 203-D Service Cars and Equipment
- 204-D Shop and Garage Equipment
- 205-D Office Furniture and Equipment
- 206-D Other Fixed Assets
- 240-D Non-PUC Fixed Assets

Note: In computing depreciation for financial report purposes, the straight line method must be employed. The service lives of equipment, salvage value, type, class of service, and all other pertinent factors must be in accordance with the Internal Revenue Code, Sections 167-168.

250 Intangible Fixed Assets

This account shall include the costs incurred for organization expenses and franchises, permits, and licenses which are effective for more than one year.

250-A Accumulated Amortization - Intangible Fixed Assets

This account shall include writeoffs and amortization of intangible fixed assets.

Note: The carrier may also write off or amortize the amounts directly to Account 250 rather than crediting Account 250-A.
Other Assets

300 Investments

This account shall include investments in securities issued or assumed by others; notes of other companies and persons, maturing later than one year from date of issue; the cash surrender values of insurance policies carried on the lives of officers and employees when the carrier is beneficiary of such policies.

305 Advances

This account shall include advances to other companies and individuals including any accrued interest.

310 Prepayments

This account shall include the remaining balance for items paid in advance of their accrual, such as insurance premiums, taxes, rents, interest, and similar items. Prepayments which will be written off in its entirety during the calendar year may be charged directly to the appropriate operation and maintenance expense or other account.

320 Other Assets

This account shall include debits and charges that cannot be disposed of and are classified as suspense accounts, items that are deferred, and all other debits not provided above.
LIABILITIES AND CAPITAL

Current Liabilities

501 Notes Payable
This account shall include the amount of notes, contracts and other written agreements, except equipment obligations, payable on demand or within one year from date of issue.

505 Accounts Payable
This account shall include amounts payable to trade accounts for materials, supplies and services received.

507 Salaries and Wages Payable
This account shall include the amount of payroll and related items which are payable or accrued at the end of the calendar year. Unclaimed wages should be transferred to Account 520 - Other Current Liabilities.

509 COD’s Unremitted
This account shall be credited with amounts of COD’s due to shippers. This account shall be charged when remittances of COD’s are made to shippers.

Note: Fees for handling COD’s shall be credited to the same account to which the transportation revenue is credited.

511 Taxes Withheld
This account shall include the amount of taxes collected by the carrier through payroll deductions which are payable to the federal and state taxing authorities.
512 **Accrued Payroll Taxes**

This account shall be credited with the amount of payroll taxes accrued during the accounting period, corresponding debits being made to the appropriate accounts for tax charges.

513 **Income Taxes Payable**

This account shall include income taxes that are payable to the federal and state taxing authorities.

514 **Other Taxes Payable**

This account shall be credited with all other taxes that are payable to different taxing authorities.

518 **Other Accrued Liabilities**

This account shall include all other accrued liabilities not includible in the foregoing accounts.

520 **Other Current Liabilities**

This account shall include all other current liabilities not includible in the foregoing accounts.

**Long-Term Debt**

600 **Equipment Obligations**

This account shall include amounts payable on unmatured equipment obligations in the form of notes, bonds, chattel mortgages, or any other form of agreement. This account shall be subdivided to reflect the balance applicable to current maturities and over one year as follows:

- **600-A** Current Maturities, Less than One Year
- **600-B** Over One Year
620 Other Long Term Debt

This account shall include the face value of bonds and other long-term obligations not otherwise provided for. This covers such items as real estate mortgages, assessments for public improvements, receipts outstanding for long-term obligations, and other obligations maturing more than one year from date of issue.

Deferred Credits and Reserves

700 Deferred Credits

This account shall include credits that cannot be disposed of and are classified as suspense accounts, items that are deferred, and all other credits not provided above.

710 Other Reserves

This account shall be subdivided to show each type of reserve maintained by the carrier.

Equity (Corporation)

800 Capital Stock

This account shall include the par value of capital stock outstanding, the stated value of non-par stock outstanding, or the cash value of the consideration received for outstanding non-par stock without stated value.

805 Paid in Capital

This account shall include all capital amounts paid into the corporation. Records shall be maintained to reflect the sources of the paid in capital.
820 Current Year Profit and Loss

This account shall be used as a clearing account for income and expenses so that the net profit or loss for the year can be determined.

825 Prior Year(s) Adjustments

This account shall be used as a clearing account for prior year(s) adjustments.

830 Retained Earnings

This account shall include the accumulated balance of earnings or losses at the close of the year.

835 Treasury Stock

Equity (Sole Proprietorship)

850 Capital

This account shall include the investment by the proprietor. At the end of each year it shall be charged with all withdrawals. The capital account shall also include the net income or loss from the Profit and Loss Summary account.

851 Drawing Account

This account shall be charged with all withdrawals made by the proprietor during the year. This account will be cleared to the capital account at the close of the year.

852 Current Year Profit and Loss

This account shall be used as a clearing account for income and expenses so that the net profit or loss for the year can be determined.

853 Prior Year(s) Adjustments

This account shall be used as a clearing account for prior year(s) adjustments.
Equity (Partnership)

875 Capital

This account shall be credited with the respective capital invested into the business by the partners. At the end of the year it shall include the withdrawals from the business by each partner and the net income or loss from the Profit and Loss Summary account. This account shall be maintained to reflect each partner’s equity in the business.

876 Partners Drawing

This account shall be charged with all withdrawals made by the partners during the year. The account will be maintained so the withdrawals by each partner will be readily ascertainable. This account will be cleared to the capital account at the close of the year.

877 Current Year Profit and Loss

This account shall be used as a clearing account for income and expenses so that the net profit or loss for the year can be determined.

878 Prior Year(s) Adjustments

This account shall be used as a clearing account for prior year(s) adjustments.

INCOME STATEMENT

OPERATING REVENUES

PUC Operating Revenues

1010 General Commodities

This account shall include all revenues received from the carriage of general commodities.
1011 Specific Commodities

This account shall include all revenues received from the carriage of a specific commodity. See your certificate for carriage of the authorized commodity items. A separate subaccount shall be kept for each type of commodity.

1020 Break Bulk & Delivery

This account shall include all revenues received from the carriage of commodities in the break bulk and delivery service.

1030 Household Goods

This account shall include all revenues earned from the carriage of household goods. Carriers engaged in military and/or interstate hauling shall subdivide this account as follows:

1030 Household Goods - PUC
1031 Household Goods - Military Contracts
1032 Household Goods - Interstate

1040 Dump Truck

This account shall include all revenues earned from dump truck operations.

1050 Public Warehousing (Storage In Transit)

Storage in transit revenues means revenues earned from the temporary storage of commodities and goods until deliverable to its final destination. This account shall include all revenues earned from the temporary storage of undeliverable commodities and goods.

1060 Other PUC Revenues

This account shall include all other revenues earned from PUC operations which are not provided for above.
Non-PUC Operating Revenues

1070 Non-PUC Revenues

This account shall include all non-PUC revenues such as equipment rentals, commissions, public warehousing, etc.

Operating and Maintenance Expenses

Salaries and Wages

These accounts shall include salaries, wages and other forms of compensation and consideration for services of officers, managers, supervisors and other employees and shall be classified into the appropriate accounts provided below.

1110 Administrative
1120 Supervisory
1130 Drivers - General Commodities, Specific Commodities, and Break Bulk & Delivery
1131 Drivers - Dump Truck
1132 Drivers - Household
1140 Helpers, Terminal & Warehouse - General Commodities, Specific Commodities, and Break Bulk & Delivery
1141 Helpers, Terminal & Warehouse - Household
1142 Helpers, Terminal & Warehouse - Warehouse
1150 Dispatchers
1160 Repairs, Service and Maintenance
1170 Office and Clerical
1180 Salespersons
1190 Others, not elsewhere classified
Payroll Related Items

These accounts shall include the costs incurred for the benefit of employees and shall be classified accordingly in the following accounts.

1210 Workers' Compensation
1220 Federal Insurance Contributions Act (FICA)
1230 State Unemployment Insurance (SUTA)
1240 Federal Unemployment Tax (FUTA)
1250 Temporary Disability Insurance (TDI)
1260 Medical Insurance
1261 Dental Insurance
1262 Drug and Vision Insurance
1263 Group Life Insurance
1264 Other Employee Expenses *
1265 Meals, Travel & Lodging
1270 Pensions
1280 Bonuses and Incentive Compensation
1290 Other Payroll Related Items

* Includes such expenses as testing, licensing, physical exams, training and uniforms.

NOTE: The following expenses shall not include any salaries and wages that are paid or payable to the carrier's employees.

Equipment Maintenance

1310 Shop and Garage

This account shall include the cost of miscellaneous shop and garage expenses, including transportation loading and unloading charges on parts and supplies handled in shops and garages; other miscellaneous shop and garage expenses not provided for elsewhere.

1320 Repair Parts

This account shall include materials and expenses incurred for repairs to equipment used in transportation service; the cost of supplies and miscellaneous expenses incurred in washing, cleaning, greasing and servicing of transportation equipment.
1321 Repairs - Outside Services

This account shall include charges for storage servicing and repairing of transportation equipment by other than carrier's employees.

1322 Shop Supplies

This account shall include replacement or repairs of tools, equipment, and machinery used in shops and garages.

1330 Tires and Tubes

This account shall include the cost of material used in repairing and replacing tires on transportation equipment, including shoes, inner tubes, valves, flaps and caps. This account shall be credited for any amounts realized from the sale of used tires and tubes and for any adjustments on defective tires and tubes.

1390 Other Equipment Maintenance Expenses

This account shall include equipment maintenance expenses not provided for elsewhere.

Transportation

1410 Fuel - Diesel

This account shall include the cost of diesel fuel used by transportation equipment.

1411 Fuel - Gasoline and Other Fuels

This account shall include the cost of gasoline and propane gas used by transportation equipment.

1412 Oil and Lubricants

This account shall include the cost of oil, coolants and other lubricants used by the transportation equipment.
1420 **Leased or Rented Equipment**

This account shall include charges from lease or rental of transportation equipment.

1440 **Subcontract Transportation**

This account shall include charges from other transportation companies for furnishing vehicles with the services of drivers.

1450 **Packing Materials - Household Goods**

This account shall include costs of packing materials used for household goods.

1451 **Transportation Supplies**

This account shall include materials and supplies, such as tarps and ropes, that are used for transportation of commodities and goods.

1452 **Ocean Freight**

This account shall include charges for ocean freight costs incurred by the carrier.

1453 **Destination Agents (Destination & Origin)**

This account shall include charges from transportation companies for pick up and delivery at points of destination and origin where the carrier does not operate.

1490 **Other Transportation Expenses**

This account shall include transportation expenses that are not provided for elsewhere.

**Station or Terminal**

1510 **Terminal Rent**

This account shall include the cost of rental for terminal facilities.
**Commission Agents**

This account shall include commissions or other charges from other transportation companies for the solicitation, terminal handling and pickup and delivery at points where the carrier does not operate terminals or participate with other carriers in joint terminal facilities.

**Other Station or Terminal Expenses**

This account shall include the cost of office and platform supplies and other station or terminal expenses not elsewhere classified.

**Traffic**

**Commissions**

This account shall include commissions and fees to outside organizations for the solicitation of traffic.

**Tariffs and Schedules**

This account shall include the cost of printing and other related expenses incurred in the preparation of tariffs and schedules, including postage and transportation charges. This account shall also include charges from outside agencies for publishing the carrier's tariffs and schedules.

**Advertising**

This account shall include traffic related advertising expenses, such as printing and distribution cost, commissions and fees to outside advertising agents, and costs for advertisements in a periodical, newspaper, radio and television.

**Other Traffic Expenses**

This account shall be charged with traffic department expenses that are not provided for elsewhere.
Insurance and Safety

1710 Public Liability and Property Damage

This account shall include the net cost (*) of commercial insurance to protect the carrier against liability for deaths of or injuries to persons other than the carrier's employees; and damages to the property intrusted to the carrier for transportation or storage resulting from the operation of owned and leased vehicles in motor carrier service.

1720 Cargo Loss and Damage

This account shall include the net cost (*) of commercial insurance to protect the carrier against liability for claims resulting from loss and damage to, or delay of, property intrusted to it for transportation or storage.

1730 Fire, Theft and Collision

This account shall include the net cost (*) of commercial insurance to protect the carrier against loss from fire, theft or collision damage to owned or leased vehicles; and for fire insurance on structures, machinery, equipment, etc., used in motor carrier operations.

1740 Carrier Paid Claims

This account shall include total claims and deductibles not covered by insurance.

1790 Other Insurance and Safety Expenses

This account shall include the net cost (*) of commercial insurance to protect the carrier against loss from boiler, burglary, fidelity, holdup, lightning, plate glass, owners, landlords and tenants liability and other risks not elsewhere provided for. This account shall be charged with premiums on performance and similar bonds. This account shall also be charged with insurance and safety department expenses other than risks or claims that are not provided for elsewhere.

* the amount of the premiums less the amounts of dividends or refunds.
Administrative and General

1810 **Office Rent**

This account shall include the cost of rental for office space.

1820 **General Office Expenses**

This account shall include the cost of supplies and expenses incurred in connection with the carrier’s general administrative functions.

1830 **Outside Accounting Expenses**

This account shall include the cost of services provided by external or outside auditors and accountants.

1831 **Legal Expenses**

This account shall include legal expenses including amounts paid for outside attorney fees.

1840 **Utilities**

This account shall include charges from utility companies such as telephone, electric, utility gas, water, and sewer.

1850 **Bad Debts Expense**

This account shall be charged with the writeoff of the uncollectible portion of a receivable account. For collections of past writeoffs, carriers may elect to choose a methodology that is acceptable by the Internal Revenue Service.

1860 **Consulting Services**

This account shall include costs for professional and technical consultation for services such as computer equipment and programs and office equipment.
1870 Entertainment and Promotion

This account shall include charges for entertainment and promotions that relate to the interests of promoting the motor carrier business and acceptable by the Internal Revenue Service.

1871 Dues and Subscriptions

This account shall include any dues or membership fees for clubs, organizations and fraternities that are associated with transportation industry. This account shall also include subscription costs for items such as tax guides, periodicals, or other professional materials utilized in the motor carrier business.

1872 Administrative Overhead Allocation

This account pertains to a controlled organization such as a parent or holding company which provides administrative and/or technical support to a division, a subsidiary, or a related company. This account shall include the direct charges and/or allocated charges from its parent or related company for support on administrative and/or technical matters. These charges shall be itemized on a subsidiary journal and supported by documents, invoices, vouchers, and other related records.

1890 Other Administrative & General Expenses

This account shall include all administrative and general expenses connected with motor carrier operations not provided for elsewhere, including expenses incurred for publishing and mailing reports and notices to stockholders, cash overages and shortages, fees specifically related to the obtaining of certificates, and repairs to general office structures and fixtures. This account shall also include expenses incurred by the carrier in connection with formal cases before Federal or State regulatory bodies or cases to which such a body is a party, other than those incurred in securing certificates of convenience and necessity.
Depreciation and Amortization Expenses

1910 thru 1970

These accounts shall include the amount of depreciation charges applicable to the accounting period for all classes of depreciable operating property. The amounts charged to these accounts shall be concurrently credited to Account 200-D series, Allowance for Depreciation. These accounts shall be maintained to reflect the following subdivisions:

1910 Buildings and Improvements
1920 Revenue Equipment
1930 Service Cars and Equipment
1940 Shop and Garage Equipment
1950 Office Furniture and Equipment
1960 Other Fixed Assets
1970 Non-PUC Fixed Assets

In computing depreciation for financial report purposes, the straight line method shall be employed. The service lives of equipment, salvage value, type, class of service, and all other pertinent factors shall be in accordance with the Internal Revenue Code, Sections 167-168.

1980 Amortization of Intangibles

This account shall include the annual amortization charges applicable to the accounting period for amounts carried in Account 250, Intangibles. The amortization period to writeoff the balance for each intangible asset shall be made in accordance with the directives issued by the Internal Revenue Service.

Operating Taxes, Licenses and Fees

2010 Vehicle License and Registration

This account shall include the cost of fees assessed for operating vehicles over the highways, such as registration fees, license plate fees, gross weight fees, and other similar items.
2011 **Federal Highway Use Tax**

This account shall include the federal highway tax for the use of heavy vehicles with a taxable gross weight in excess of 26,000 pounds.

2020 **Real Property Tax**

This account shall include the amount of taxes assessed by the respective county for real estate used in the motor carrier operations.

2030 **PUC Motor Carrier Fee**

This account shall include fee paid to the State of Hawaii Public Utilities Commission on gross revenues earned from services connected with or incidental to PUC regulated transportation services.

2040 **Airport Fee**

This account shall include fee paid to State of Hawaii Department of Transportation, Airports Division, for prearranged ground transportation to and from the airport.

2050 **Public Service Company Tax**

This account shall include taxes paid to State of Hawaii Department of Taxation on the gross taxable income earned from all transportation services defined in the public service company tax law.

2070 **General Excise Tax**

This account shall include taxes paid or payable to State of Hawaii Department of Taxation on gross taxable income earned from various sources (other than transportation services) defined in the general excise and use tax law.

2090 **Other Taxes, Licenses and Fees**

This account shall include all other operating taxes and fees not specifically provided for above. Note: Fuel taxes shall be included in Accounts 1410, 1411 or 1412 wherever applicable.
Other Non-PUC Expenses

2100 Other Non-PUC Expenses

This account shall include non-PUC expenses that cannot be classified into the expense accounts provided above.

OTHER INCOME AND DEDUCTIONS

Other Income

2210 Interest and Dividends

This account shall include interest and dividends received and accrued from investments, securities and all other interest-bearing assets.

2220 Other Income

This account shall include all income from other non-operating income not provided for elsewhere.

Other Deductions

2310 Interest Expense

This account shall include interest accrued on outstanding obligations issued or assumed by the carrier, including equipment obligations, advances, bonds, and debentures. It shall also include interest on notes, unpaid taxes, and other payables.

2320 Other Deductions

This account shall include all other expenses or deductions not provided for in any of the foregoing accounts. These expenses or deductions shall include penalties and fines for violations of law, and charitable and political contributions.
Provision for Income Taxes

This account shall be charged with Federal, State or other taxes paid or payable on the net income or profits of a corporation. These taxes shall be included in the appropriate subaccount as follows:

2410 Federal Income Tax
2420 Hawaii Income Tax
2430 Other State Income Tax

Personal income taxes of sole proprietors and members of a partnership shall not be charged to this account. If the proprietorship and partnership taxes are paid or payable from funds of the business, the amounts shall be charged to appropriate Current Year Profit and Loss account as follows:

852 Sole Proprietorship
877 Partnership