

Week No. 44
 Year 2020
 Period Start Date 26-Dec-20

Ayrshire Independent Living Network
 The Michael Lynch Centre for Enterprise
 71 Princes Street, Ardrossan, KA22 8DG

timesheets@ailn.org
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PERSONAL ASSISTANT TIMESHEET

Week Commencing	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
26-Dec-20	26	27	28	29	30	31	1	
02-Jan-21	2	3	4	5	6	7	8	
09-Jan-21	9	10	11	12	13	14	15	
16-Jan-21	16	17	18	19	20	21	22	

PLEASE NOTE: BOXES ABOVE ARE FOR WORKED HOURS ONLY

Total Hours Worked

SDS Hours		Hours Sick With Pay (SWP) >	SDS	ILF	Holiday Hours >	SDS	ILF	
ILF Hours		Sleepovers Sick With Pay >	SDS	ILF	Holiday Sleepovers >	SDS	ILF	
Sleepovers	SDS	ILF	Hours Retained With Pay (RWP) >	SDS	ILF	Public Holiday Hours >	SDS	ILF
Respite Hours	SDS	ILF	Hours Absent With Pay (AWP) >	SDS	ILF	Public Holiday Sleepovers >	SDS	ILF

Employee
 Print Name: _____

Employer
 Print Name: _____

Employee
 Signature: _____

Employer
 Signature: _____

PLEASE NOTE: DOUBLE TIME IS PAYABLE FOR SHIFTS THAT START ON THE 1 & 2 JANUARY.

KEY BOX
 Holiday - H
 Sick with pay - SWP
 Retained with pay - RWP
 Absent with pay - AWP