

**Week No.** 36  
**Year** 2021/2022  
**Period Start Date** 30-Oct-21

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

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**PERSONAL ASSISTANT TIMESHEET**

Week Commencing	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
30-Oct-21	30	31	1	2	3	4	5	
06-Nov-21	6	7	8	9	10	11	12	
13-Nov-21	13	14	15	16	17	18	19	
20-Nov-21	20	21	22	23	24	25	26	

**PLEASE NOTE: BOXES ABOVE ARE FOR WORKED HOURS ONLY**

**Total Hours Worked**

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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:** \_\_\_\_\_

**IF EMAILING TIMESHEETS PLEASE SEND TO [timesheets@ailn.org](mailto:timesheets@ailn.org). PLEASE REMEMBER TO SUBMIT TIMESHEETS BY THE DEADLINE TUESDAY 30th NOVEMBER BY 5PM TO ENSURE PAYMENT IS MADE FOR THE FRIDAY.**

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