

Week No. 4
Year 2022/2023
Period Start Date 19-Mar-22

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
19-Mar-22	19	20	21	22	23	24	25	
26-Mar-22	26	27	28	29	30	31	1	
02-Apr-22	2	3	4	5	6	7	8	
09-Apr-22	9	10	11	12	13	14	15	
Total Hours Worked								

PLEASE NOTE: BOXES ABOVE ARE FOR WORKED HOURS ONLY

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

Employee
 Print Name: _____
 Signature: _____

Employer
 Print Name: _____
 Signature: _____

IF EMAILING TIMESHEETS PLEASE SEND TO timesheets@ailn.org. PLEASE REMEMBER TO SUBMIT TIMESHEETS BY THE DEADLINE TUESDAY 19TH APRIL 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