

Week No. 12
Year 2022/2023
Period Start Date 14-May-22

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

timesheets@ailn.org
Tel: 01294 475681
Fax: 01294 475687

PERSONAL ASSISTANT TIMESHEET

Week Commencing	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
14-May-22	14	15	16	17	18	19	20	
21-May-22	21	22	23	24	25	26	27	
28-May-22	28	29	30	31	1	2	3	
04-Jun-22	4	5	6	7	8	9	10	
Total Hours Worked								

PLEASE NOTE: BOXES ABOVE ARE FOR WORKED HOURS ONLY

Hours Sick With Pay (SW/P) >	Hours Absent With Pay (AWP) >	Holiday Hours >	Public Holiday Sleepovers >	Public Holiday Hours >	Public Holiday Sleepovers >
Hours Retained With Pay (RWP) >	Hours Absent With Pay (AWP) >	Holiday Sleepovers >	Public Holiday Hours >	Public Holiday Hours >	Public Holiday Sleepovers >
Sleepovers Sick With Pay >	Hours Absent With Pay (AWP) >	Public Holiday Sleepovers >	Public Holiday Hours >	Public Holiday Hours >	Public Holiday Sleepovers >
Sleepovers	Hours Absent With Pay (AWP) >	Public Holiday Sleepovers >	Public Holiday Hours >	Public Holiday Hours >	Public Holiday Sleepovers >
Respite Hours	Hours Absent With Pay (AWP) >	Public Holiday Sleepovers >	Public Holiday Hours >	Public Holiday Hours >	Public Holiday Sleepovers >

Employee
 Print Name: _____

Employee
 Signature: _____

Employer
 Print Name: _____

Employer
 Signature: _____

IF EMAILING TIMESHEETS PLEASE SEND TO timesheets@ailn.org. PLEASE REMEMBER TO SUBMIT TIMESHEETS BY THE DEADLINE TUESDAY 14TH JUNE 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