

**Week No. 24**  
**Year 2022/2023**  
 Period Start Date **06-Aug-22**

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

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**Tel: 01294 475681**  
**Fax: 01294 475687**

**PERSONAL ASSISTANT TIMESHEET**

Week Commencing	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
06-Aug-22	6	7	8	9	10	11	12	
13-Aug-22	13	14	15	16	17	18	19	
20-Aug-22	20	21	22	23	24	25	26	
27-Aug-22	27	28	29	30	31	1	2	

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

**Total Hours Worked**

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Hours Sick With Pay (SWP) >	Hours Sick With Pay (SWP) >	Hours Sick With Pay (SWP) >	Holiday Hours >	Holiday Hours >	Holiday Hours >
Hours Retained With Pay (RW/P) >	Hours Retained With Pay (RW/P) >	Hours Retained With Pay (RW/P) >	Holiday Sleepovers >	Holiday Sleepovers >	Holiday Sleepovers >
Hours Absent With Pay (AW/P) >	Hours Absent With Pay (AW/P) >	Hours Absent With Pay (AW/P) >	Public Holiday Hours >	Public Holiday Hours >	Public Holiday Hours >
Hours Absent With Pay (AW/P) >	Hours Absent With Pay (AW/P) >	Hours Absent With Pay (AW/P) >	Public Holiday Sleepovers >	Public Holiday Sleepovers >	Public Holiday Sleepovers >
Hours Absent With Pay (AW/P) >	Hours Absent With Pay (AW/P) >	Hours Absent With Pay (AW/P) >	Public Holiday Sleepovers >	Public Holiday Sleepovers >	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 6TH SEPTEMBER 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