



### TIMESHEET – TRAFFIC CONTROLLER

<b>Employee Name :</b>		<b>Client Name :</b>		I certify that the details shown on this timesheet are true and accurate and no injuries were sustained or have been reported, by me, during this assignment.						
<b>Employee Signature :</b>		<b>Site Address :</b>								
Date	Day	Client Job Number	Docket Number	Start Time Docket (24hr)	Lunch	Finish Time Docket (24hr)	Total Hrs.	Men At Work Travel Time	Client Initial	Comments
: :	Wed			:	<input type="checkbox"/> Yes <input type="checkbox"/> No	:				
: :	Thu			:	<input type="checkbox"/> Yes <input type="checkbox"/> No	:				
: :	Fri			:	<input type="checkbox"/> Yes <input type="checkbox"/> No	:				
: :	Sat			:	<input type="checkbox"/> Yes <input type="checkbox"/> No	:				
: :	Sun			:	<input type="checkbox"/> Yes <input type="checkbox"/> No	:				
: :	Mon			:	<input type="checkbox"/> Yes <input type="checkbox"/> No	:				
: :	Tue			:	<input type="checkbox"/> Yes <input type="checkbox"/> No	:				
<b>TOTALS</b>									<b>NIGHTS AWAY</b>	

<p>Ensure your timesheet is authorised by the client and submitted <b>NO LATER THAN 8:00 am WEDNESDAY MORNING</b>, late timesheets will not be paid until next pay run.</p> <p>Timesheets submitted <b>WITHOUT CORRESPONDING DOCKETS</b> will not be paid until received and in the next pay run.</p> <p>Email directly to <a href="mailto:timesheets@menatwork.net.au">timesheets@menatwork.net.au</a></p>	<p><b>Occupational/Work Health &amp; Safety</b> concerns must be reported to your Supervisor &amp; Men At Work immediately.</p> <ul style="list-style-type: none"> <li>Stephen Crabtree 0407 764 016</li> <li>Alison Dingley OHS 0423 441 059</li> <li>Ross Cargill 0400 081 460</li> <li>EMERGENCY: 000</li> </ul>	<b>Site Supervisor Name :</b>	
		<b>Signature :</b>	
		<b>Phone :</b>	
		<b>Date :</b>	