



WEEKLY TIME SHEET

Week Ending: ____/____/____

Employee Name: _____

Incoming Flight Number: _____

Day	Start Time	Finish Time	Depot Base	Description of Duties	Remote Meal	Individual Meal	Albany Transwa Only			Total	Flight Arrival Time:
					Allow	Allow	O/Night	Dinner	B/Fast	Hours	Notes
Thu											
Fri											
Sat											
Sun											
Mon											
Tue											
Wed											

Employee Signature: _____

Totals

Outgoing Flight Number: _____

Authorised By: _____

Flight Departure Time: _____