

CATS onshore/offshore weekly timesheet



Week ending date :

Employee Name :

Staff/Day Rate :

Employee No :

Location : GREENWELLS

Department :

Working time / Saturation time from hours - to hours (i.e. 19:00-24:00)								Hrs. from/to	Hrs. from/to	Hrs. from/to	Hrs. from/to	Hrs. from/to	Hrs. from/to	Hrs. from/to	
Activity Type / Sales Order*	WBS / Rec Item #*	Network	Activity	Work Centre	Premium		A/A type	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Totals
					Number	Indicator		Date:	Date	Date	Date	Date	Date	Date:	Date:
Totals															

*To be used with WBS

Arrival offshore	Date:	Time:
Departure offshore	Date:	Time:

Remarks:

Employee signature _____

Authoriser name, print _____

Authoriser signature _____

A/A Type =
 0601 Offshore Work
 0698 Base Work
 0937 Zone Allowances

Number =
 1505 (Zone A £30 each way)
 1522 (Zone B £62.50 each way)
 1555 (Zone C £100 each way)
 1573 (Zone D £125 each way)
 1583 (Zone E £145 each way)

Indicator = ZN