

WATERGUARD EMPLOYMENT RECORD

FOR USE BY LONDON WATERGUARD

FIRST FORTNIGHT 80*/88* HOURS

Initials of Supervising Officer.....

* Delete as necessary

Collection

Name
(In Block Letters)

Port or Station.....

Rank

Period ended..... 196.....

Salary

	Date	Numbers of Merchants' Requests	Actual Times of Attendances (from and to) (Leave and Schemed Rest Days to be indicated)	Number of Hours Credited		Time Allowance for Night Duty	Number of Hours for Overtime	Station and Duty	REMARKS (1. The reason for any attendance additional to the normal spell should be shown when not covered by Merchant's Request. 2. When the duty entails absence from the officer's own port particulars of travelling should be shown.)	Initials of Certifying Officers
				Between 6 a.m. & 8 p.m.	Between 8 p.m. & 6 a.m.					
	1	2	3	4	5	6	7	8	9	10
Sunday Public Holiday										
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
			Totals carried down							
Sunday Public Holiday										
			Totals brought down							
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
			Totals						Column 7 to Summary	

SUMMARY OF OVERTIME PAYABLE

Sundays and Public Holidays			Weekdays			Total for Period	
Week	Hours	Rate	Fortnight	Hours	Rate		
First			First			£ : :	
Second				Second			
Third			Third				
Fourth							
Fifth							
Sixth							
TOTALS							

I certify that the foregoing particulars are correct and that the attendance shown was necessarily given.

Signature and Rank of Certifying Officer..... Date.....

	Date 1	Numbers of Merchants' Requests 2	Actual Times of Attendances (from and to) (Leave and Schemed Rest Days to be indicated) 3	Number of Hours Credited		Time Allowance for Night Duty 6	Number of Hours for Overtime 7	Station and Duty 8	REMARKS (1. The reason for any attendance additional to the normal spell should be shown when not covered by Merchant's Request. 2. When the duty entails absence from the officer's own port particulars of travelling should be shown.) 9	Initials of Certifying Officers 10
				Between 6 a.m. & 8 p.m. 4	Between 8 p.m. & 6 a.m. 5					
Sunday Public Holiday										
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday			Totals carried down							
Sunday Public Holiday										
			Totals brought down							
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday			Totals						Column 7 to Summary	
Sunday Public Holiday										
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday			Totals carried down							
Sunday Public Holiday										
			Totals brought down							
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday			Totals						Column 7 to Summary	