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| År**\_** | Månad**\_** | Anställningsform[ ]  Vikariat. för **\_**[ ]  AVA | Befattning**\_** | Sektor/Förvaltning/Enhet**\_** |

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| **Timrapporten avser kommun/bolag ­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

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| Namn**\_** | Personnummer**\_** |

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| **Dag** | **Arbetstid**Fr om T o m | **Rast** min | **Rast** fr om | **Antal** tim | **Jour/Beredskap**Fr om T o m | **Övertid**Fr om T o m | **Kodsträng**Ansvar Proj Verks Aktivit Obj/Fd  |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 31 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | **Totalt antal timmar** |  |  |  |  |

**Måltidsavdrag Övrigt**

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| Antal**\_** | Á-pris **\_** | Summa**\_** |

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| **\_**Medarbetaren fyller i blanketten och lämnar till ansvarig chef för godkännande. |

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| **\_**Datum | Underskrift medarbetare |  |
| **\_**Datum | Underskrift ansvarig chef | **\_**Namnförtydligande ansvarig chef | Signatur/Datum Lön, Soltak AB |

**Information**

**Skriv tydligt. Är blanketten inte läsbar eller fullständigt ifylld skickas den tillbaka vilket medför förlängd handläggning.**

**Chef bifogar undertecknat underlag i ärende genom Servicedeskportal för handläggning. Original sparas i kommun**

**Servicedesk portal** [**servicedesk.soltakab.se**](http://servicedesk.soltakab.se/)

**Chefer anställda i Kungälv använder** [**servicedesk.kungalv.se**](http://servicedesk.kungalv.se/Default.aspx#%7B%22__s%22%3A%22%2FwEXAQUDaHN0BRkjISEjTWFpbj1DcmVhdGVSZXBvcnQjISEjoVYgEBL%2BQwPFQwp0QfPaB4XmYlDrL%2BWPNjIvJ4lzNt8%3D%22%7D)