MetronHR

Shift roster for logistics

Week from: _____ Area: _____ Created on: _____

Enter start and end for each day (e.g. 06:00–14:00). Examples: E Early shift warehouse 06:00–14:00 L Late shift warehouse 14:00–22:00 N Night shift 22:00–06:00 RT Driver route 05:00–14:00

Employee	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Hrs

Check before posting: at most ten hours a day (section 3 ArbZG), breaks of 30 or 45 minutes (section 4), eleven hours of rest between two shifts (section 5(1)). The Excel version checks this automatically.

Drivers: besides the ArbZG, section 21a ArbZG (at most 60 hours a week, 48 on average over four months) and the driving and rest times of Regulation (EC) No 561/2006 apply. This template only checks working time, not driving time.