MetronHR

Construction site timesheet

Name: _____ Month: _____ Employee no.: _____

One row per entry. Enter entries ending after midnight with the date on which they started. The Excel version checks maximum hours, breaks and rest automatically.

Date	Site	Task	Start	End	Break	Hours	Recorded on

Employee signature: _____ Employer signature: _____

Section 17 MiLoG with section 2a(1) no. 1 SchwarzArbG: construction is on the list of sectors. The start, end and duration of daily working time of all employees have to be recorded by the end of the seventh calendar day after the working day and kept for two years. Exemptions under section 1 MiLoDokV for high monthly pay and close relatives working in the business.

Section 2a SchwarzArbG: on site, the identity card, passport or a substitute document has to be carried and shown to customs on request. The employer points this out in writing.

Travel time: from the yard where material or the crew is collected, the drive to the site is working time. The drive from home to a fixed site is usually the commute.