CFW encashment sheet template

Number of encashment sheet: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of implementing agency: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project name and number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pay period: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Serial no.** | **Worker’s ID** | **Name of worker** | **Male/Female** | **No. days worked** | **Daily rate**  | **Total amount**  | **Worker’s signature** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Mode of payment** | **Number** |  | **Prepared by** |  |  | **Approved by** |  |
| Bank transfer |  | Signature |  | Signature |  |
| Cheque |  | Name |  | Name |  |
| Cash |  |  | Title |  | Title |  |
| **Total** |  |  | Date |  | Date |  |

Source: Public works as a safety net: Design, evidence, and implementation (2012) The World Bank