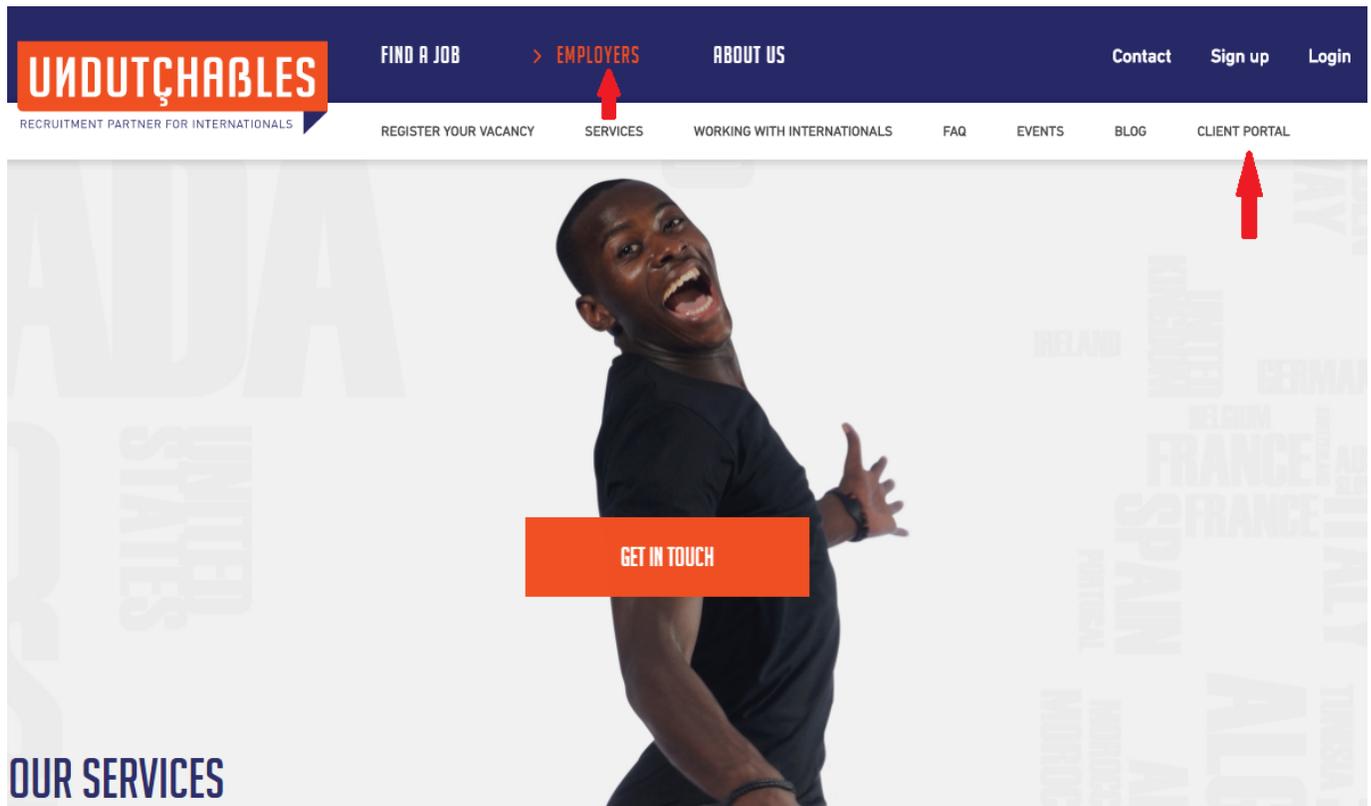


Manual digital timesheet registration:

As our client you will receive a username and password from Undutchables in order to log into our online portal. You can use the log in details to approve the working hours declared by the temporary worker. Undutchables will process the approved hours in order to pay the employees and issue invoices to the client. In order to make payments on time, you are able to authorize the worked hours until Monday evening before 19:00 o'clock. Undutchables will pay the temporary workers on Tuesday.

To access the portal go to; www.undutchables.nl
Navigate to "clients" and select "undutchables portal".
URL; <https://nwportal.undutchables.nl/customer>



Note: If the portal is not shown the way as indicated in this manual, please consider using Firefox or add our portal to your trusted sites in Internet Explorer.

Step 4:

Undutchables can now process the approved hours.

The temporary worker needs to check the disapproved hours and correct them. You need to approve the corrected hours again through step 2 and 3.

You can see an overview of the approved hours ~~SWWBYDLOEBOHVWRYLWSSURYBM~~ per resource/
project/week