Editing transferred timesheets

A timesheet cannot be directly edited, but up to the point when it is transferred for payment, a timesheet can be deleted and recreated as a Provisional ready for editing and completion.

When a timesheet is transferred to a payroll or back office, IQX assigns a Transfer Batch Number to it. It can no longer be deleted, and when you expand the timesheet, the Delete button is greyed out.

See also
1.18 Timesheets.

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