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EMPLOYEE ATTENDANCE REPORT Sep-2018

Name: Chui Soo Chan (E-0041)

Date	Roster	Attendance		Different		Work Hours		Different	Attendance Verification	
		In	Out	In	Out	Plan	Actual			
01-09 (Sat)	Off Day									
02-09 (Sun)	Off Day									
03-09 (Mon)	09:00 18:00	08:48	19:11	0 h 11 m	1 h 11 m	9 h 0 m	10 h 22 m	1 h 22 m		
04-09 (Tue)	09:00 18:00	08:55	18:20	0 h 4 m	0 h 20 m	9 h 0 m	9 h 24 m	0 h 24 m		
05-09 (Wed)	Annual Leave	08:47	13:01	0 h 12 m	-4 h 58 m	9 h 0 m	4 h 13 m	-4 h 47 m		
06-09 (Thu)	09:00 18:00	08:46	18:02	0 h 13 m	0 h 2 m	9 h 0 m	9 h 16 m	0 h 16 m		
07-09 (Fri)	Annual Leave									
08-09 (Sat)	Off Day									
09-09 (Sun)	P.Holiday									
10-09 (Mon)	Off Day									
11-09 (Tue)	P.Holiday									
12-09 (Wed)	09:00 18:00	08:51	19:18	0 h 8 m	1 h 18 m	9 h 0 m	10 h 27 m	1 h 27 m		
13-09 (Thu)	09:00 18:00	08:57	18:46	0 h 2 m	0 h 46 m	9 h 0 m	9 h 48 m	0 h 48 m		
14-09 (Fri)	09:00 18:00	08:57	18:43	0 h 2 m	0 h 43 m	9 h 0 m	9 h 45 m	0 h 45 m		
15-09 (Sat)	Off Day									
16-09 (Sun)	P.Holiday									
17-09 (Mon)	Off Day									
18-09 (Tue)	09:00 18:00	09:00	18:44	-0 h 0 m	0 h 44 m	9 h 0 m	9 h 44 m	0 h 44 m		
19-09 (Wed)	09:00 18:00	08:52	19:19	0 h 7 m	1 h 19 m	9 h 0 m	10 h 26 m	1 h 26 m		
20-09 (Thu)	09:00 18:00	08:50	18:48	0 h 9 m	0 h 48 m	9 h 0 m	9 h 58 m	0 h 58 m		
21-09 (Fri)	09:00 18:00	08:55	19:16	0 h 4 m	1 h 16 m	9 h 0 m	10 h 20 m	1 h 20 m		
22-09 (Sat)	Off Day									
23-09 (Sun)	Off Day									
24-09 (Mon)	09:00 18:00	08:43	18:21	0 h 16 m	0 h 21 m	9 h 0 m	9 h 38 m	0 h 38 m		
25-09 (Tue)	09:00 18:00	08:52	18:20	0 h 7 m	0 h 20 m	9 h 0 m	9 h 27 m	0 h 27 m		
26-09 (Wed)	09:00 18:00	08:52	18:46	0 h 7 m	0 h 46 m	9 h 0 m	9 h 53 m	0 h 53 m		
27-09 (Thu)	09:00 18:00	08:45	18:46	0 h 14 m	0 h 46 m	9 h 0 m	10 h 1 m	1 h 1 m		
28-09 (Fri)	09:00 18:00	08:54	18:41	0 h 5 m	0 h 41 m	9 h 0 m	9 h 47 m	0 h 47 m		
29-09 (Sat)	Off Day									
30-09 (Sun)	Off Day									
TOTAL	17 Days	16 Days								

Leave Information

Entitlement Leave	:18.0 day(s)	Unpaid Leave	: 0.0 day(s)	Maternity Leave	: 0.0 day(s)
Annual Leave	: 9.0 day(s)	Medical Leave	: 0.0 day(s)	Maternity Leave	: 0.0 day(s)
Emergency Leave	: 0.0 day(s)	Compassionate Leave	: 0.0 day(s)	Exam Leave	: 0.0 day(s)
Leave Taken	: 9.0 day(s)				
Leave Balance	: 9.0 day(s)				