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EMPLOYEE ATTENDANCE REPORT Dec-2018

Name: Yeo Ooi Suan (E-0055)

Date	Roster	Attendance		Different		Work Hours		Different	Attendance Verification		
		In	Out	In	Out	Plan	Actual				
01-12 (Sat)	Off Day										
02-12 (Sun)	Off Day										
03-12 (Mon)	09:00 18:00	08:41	18:45	0 h 18 m	0 h 45 m	9 h 0 m	10 h 4 m	1 h 4 m			
04-12 (Tue)	09:00 18:00	08:38	20:41	0 h 21 m	2 h 41 m	9 h 0 m	12 h 3 m	3 h 3 m			
05-12 (Wed)	09:00 18:00	08:49	18:10	0 h 10 m	0 h 10 m	9 h 0 m	9 h 20 m	0 h 20 m			
06-12 (Thu)	09:00 18:00	08:56	18:07	0 h 3 m	0 h 7 m	9 h 0 m	9 h 10 m	0 h 10 m			
07-12 (Fri)	09:00 18:00	08:39	18:03	0 h 20 m	0 h 3 m	9 h 0 m	9 h 24 m	0 h 24 m			
08-12 (Sat)	Off Day										
09-12 (Sun)	Off Day										
10-12 (Mon)	09:00 18:00	08:51	18:01	0 h 8 m	0 h 1 m	9 h 0 m	9 h 10 m	0 h 10 m	IN: 09:41 Doris Chong Shi		Xada wifi
11-12 (Tue)	09:00 18:00	08:37	18:27	0 h 22 m	0 h 27 m	9 h 0 m	9 h 49 m	0 h 49 m			
12-12 (Wed)	09:00 18:00	09:00	18:33	-0 h 0 m	0 h 33 m	9 h 0 m	9 h 33 m	0 h 33 m			
13-12 (Thu)	09:00 18:00	08:53	20:10	0 h 6 m	2 h 10 m	9 h 0 m	11 h 17 m	2 h 17 m	IN: 09:23 Doris Chong Shi		No have wifi
14-12 (Fri)	09:00 18:00	08:58	21:40	0 h 1 m	3 h 40 m	9 h 0 m	12 h 42 m	3 h 42 m			
15-12 (Sat)	Off Day										
16-12 (Sun)	Off Day										
17-12 (Mon)	09:00 18:00	08:46	20:58	0 h 13 m	2 h 58 m	9 h 0 m	12 h 11 m	3 h 11 m			
18-12 (Tue)	09:00 18:00	08:47	18:50	0 h 12 m	0 h 50 m	9 h 0 m	10 h 2 m	1 h 2 m			
19-12 (Wed)	09:00 18:00	08:56	19:11	0 h 3 m	1 h 11 m	9 h 0 m	10 h 14 m	1 h 14 m			
20-12 (Thu)	09:00 18:00	08:50	09:36	0 h 9 m	15 h 36 m	9 h 0 m	0 h 45 m	-8 h 15 m			
21-12 (Fri)	09:00 18:00	09:36	19:17	-0 h 36 m	1 h 17 m	9 h 0 m	9 h 40 m	0 h 40 m			
22-12 (Sat)	Off Day										
23-12 (Sun)	Off Day										
24-12 (Mon)	09:00 18:00	08:58	19:02	0 h 1 m	1 h 2 m	9 h 0 m	10 h 3 m	1 h 3 m			
25-12 (Tue)	P.Holiday										
26-12 (Wed)	Annual Leave										
27-12 (Thu)	Annual Leave										
28-12 (Fri)	Annual Leave										
29-12 (Sat)	Off Day										
30-12 (Sun)	Off Day										
31-12 (Mon)	09:00 18:00	09:01	19:01	-0 h 1 m	1 h 1 m	9 h 0 m	9 h 59 m	0 h 59 m			
TOTAL	20 Days	17 Days									

Leave Information

Entitlement Leave	:14.0 day(s)	Unpaid Leave	: 0.0 day(s)	Maternity Leave	: 0.0 day(s)
Annual Leave	: 3.0 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	: 3.0 day(s)				
Leave Balance	:11.0 day(s)				