

EMPLOYEE ATTENDANCE REPORT

Jun-2018

Name: Doris Chong Shin Min (E-0015)

Date	Roster	Attendance		Different		Work Hours		Different	Attendance Verification	
		In	Out	In	Out	Plan	Actual			
01-06 (Fri)	09:00 18:00	08:58	18:56	0 h 1 m	0 h 56 m	9 h 0 m	9 h 58 m	0 h 58 m		
02-06 (Sat)	P.Holiday									
03-06 (Sun)	Off Day									
04-06 (Mon)	09:00 18:00	08:57	20:01	0 h 2 m	2 h 1 m	9 h 0 m	11 h 4 m	2 h 4 m		
05-06 (Tue)	09:00 18:00	09:00	21:20	-0 h 0 m	3 h 20 m	9 h 0 m	12 h 20 m	3 h 20 m		
06-06 (Wed)	09:00 18:00	09:16	19:40	-0 h 16 m	1 h 40 m	9 h 0 m	10 h 24 m	1 h 24 m		
07-06 (Thu)	Off Day									
08-06 (Fri)	Off Day									
09-06 (Sat)	Off Day									
10-06 (Sun)	Off Day									
11-06 (Mon)	Off Day									
12-06 (Tue)	Off Day									
13-06 (Wed)	09:00 18:00	08:57	21:27	0 h 2 m	3 h 27 m	9 h 0 m	12 h 29 m	3 h 29 m		
14-06 (Thu)	09:00 18:00	08:48	19:15	0 h 11 m	1 h 15 m	9 h 0 m	10 h 26 m	1 h 26 m		
15-06 (Fri)	P.Holiday									
16-06 (Sat)	P.Holiday									
17-06 (Sun)	Off Day									
18-06 (Mon)	09:00 18:00	08:41	20:21	0 h 18 m	2 h 21 m	9 h 0 m	11 h 40 m	2 h 40 m		
19-06 (Tue)	09:00 18:00	08:54	20:10	0 h 5 m	2 h 10 m	9 h 0 m	11 h 16 m	2 h 16 m	IN: 19:20	Haw Siew Kien Internet down
20-06 (Wed)	09:00 18:00	08:49	19:24	0 h 10 m	1 h 24 m	9 h 0 m	10 h 34 m	1 h 34 m		
21-06 (Thu)	09:00 18:00	08:24	20:10	0 h 35 m	2 h 10 m	9 h 0 m	11 h 46 m	2 h 46 m	IN: 08:26	Ho Swee Yen Go to warehouse
22-06 (Fri)	09:00 18:00	11:39	20:30	-2 h 39 m	2 h 30 m	9 h 0 m	8 h 50 m	-0 h 10 m		
23-06 (Sat)	Off Day									
24-06 (Sun)	Off Day									
25-06 (Mon)	09:00 18:00	08:51	20:12	0 h 8 m	2 h 12 m	9 h 0 m	11 h 20 m	2 h 20 m		
26-06 (Tue)	09:00 18:00	09:01	20:24	-0 h 1 m	2 h 24 m	9 h 0 m	11 h 22 m	2 h 22 m		
27-06 (Wed)	09:00 18:00	09:05	19:46	-0 h 5 m	1 h 46 m	9 h 0 m	10 h 40 m	1 h 40 m		
28-06 (Thu)	09:00 18:00	08:28	20:27	0 h 31 m	2 h 27 m	9 h 0 m	11 h 58 m	2 h 58 m	IN: 18:08	Shahirah binti Buy pantry for annual sales
29-06 (Fri)	09:00 18:00	09:05	20:05	-0 h 5 m	2 h 5 m	9 h 0 m	11 h 0 m	2 h 0 m		
30-06 (Sat)	09:00 18:00	15:09	19:46	-6 h 9 m	1 h 46 m	9 h 0 m	4 h 37 m	-4 h 23 m		
TOTAL	17 Days	17 Days								

Leave Information

Entitlement Leave :26.0 day(s)
 Annual Leave :13.0 day(s)
 Emergency Leave : 1.0 day(s)
 Leave Taken :14.0 day(s)
 Leave Balance :12.0 day(s)

Unpaid Leave : 0.0 day(s)
 Medical Leave : 0.0 day(s)
 Compassionate Leave : 0.0 day(s)

Maternity Leave : 0.0 day(s)
 Maternity Leave : 0.0 day(s)
 Exam Leave : 0.0 day(s)