

EMPLOYEE ATTENDANCE REPORT

Dec-2018

Name: Doris Chong Shin Min (E-0015)

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	09:11	19:53	-0 h 11 m	1 h 53 m	9 h 0 m	10 h 41 m	1 h 41 m		
04-12 (Tue)	09:00 18:00	09:06	20:00	-0 h 6 m	2 h 0 m	9 h 0 m	10 h 53 m	1 h 53 m		
05-12 (Wed)	09:00 18:00	09:16	19:53	-0 h 16 m	1 h 53 m	9 h 0 m	10 h 36 m	1 h 36 m		
06-12 (Thu)	09:00 18:00	09:58	18:20	-0 h 58 m	0 h 20 m	9 h 0 m	8 h 22 m	-0 h 38 m		
07-12 (Fri)	09:00 18:00	08:59	19:51	0 h 0 m	1 h 51 m	9 h 0 m	10 h 52 m	1 h 52 m		
08-12 (Sat)	Off Day									
09-12 (Sun)	Off Day									
10-12 (Mon)	09:00 18:00	08:55	19:50	0 h 4 m	1 h 50 m	9 h 0 m	10 h 55 m	1 h 55 m	IN: 08:19	Haw Siew Kien
11-12 (Tue)	09:00 18:00	09:05	20:26	-0 h 5 m	2 h 26 m	9 h 0 m	11 h 21 m	2 h 21 m		
12-12 (Wed)	09:00 18:00	09:08	18:34	-0 h 8 m	0 h 34 m	9 h 0 m	9 h 25 m	0 h 25 m		
13-12 (Thu)	09:00 18:00	09:01	20:31	-0 h 1 m	2 h 31 m	9 h 0 m	11 h 30 m	2 h 30 m	IN: 09:39	Tang Yin Chee
14-12 (Fri)	Annual Leave									No internet due to off power supply
15-12 (Sat)	Off Day									
16-12 (Sun)	Off Day									
17-12 (Mon)	09:00 18:00	08:55	20:14	0 h 4 m	2 h 14 m	9 h 0 m	11 h 18 m	2 h 18 m		
18-12 (Tue)	09:00 18:00	09:03	20:17	-0 h 3 m	2 h 17 m	9 h 0 m	11 h 13 m	2 h 13 m		
19-12 (Wed)	Annual Leave	09:27	13:37	-0 h 27 m	-4 h 22 m	9 h 0 m	4 h 9 m	-4 h 51 m		
20-12 (Thu)	09:00 18:00	08:50	18:53	0 h 9 m	0 h 53 m	9 h 0 m	10 h 3 m	1 h 3 m		
21-12 (Fri)	Annual Leave	07:10	14:47	1 h 49 m	-3 h 12 m	9 h 0 m	7 h 37 m	-1 h 23 m	IN: 08:42	Tang Yin Chee
22-12 (Sat)	Off Day									Pick up recessed kit
23-12 (Sun)	Off Day									
24-12 (Mon)	Annual Leave									
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)	Annual Leave									
TOTAL	20 Days	14 Days								

Leave Information

Entitlement Leave : 22.0 day(s)
 Annual Leave : 1.0 day(s)
 Emergency Leave : 0.0 day(s)
 Leave Taken : 1.0 day(s)
 Leave Balance : 21.0 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)