

EMPLOYEE ATTENDANCE REPORT

Dec-2018

Name: Halijah binti Anuar (E-0016)

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)	Medical Leave									
04-12 (Tue)	09:00 18:00	08:46	18:05	0 h 13 m	0 h 5 m	9 h 0 m	9 h 19 m	0 h 19 m		
05-12 (Wed)	09:00 18:00	08:24	18:03	0 h 35 m	0 h 3 m	9 h 0 m	9 h 39 m	0 h 39 m		
06-12 (Thu)	09:00 18:00	08:34	18:02	0 h 25 m	0 h 2 m	9 h 0 m	9 h 28 m	0 h 28 m		
07-12 (Fri)	09:00 18:00	08:35	18:01	0 h 24 m	0 h 1 m	9 h 0 m	9 h 26 m	0 h 26 m		
08-12 (Sat)	Off Day									
09-12 (Sun)	Off Day									
10-12 (Mon)	09:00 18:00	08:32	18:06	0 h 27 m	0 h 6 m	9 h 0 m	9 h 33 m	0 h 33 m		
11-12 (Tue)	09:00 18:00	08:38	18:09	0 h 21 m	0 h 9 m	9 h 0 m	9 h 31 m	0 h 31 m		
12-12 (Wed)	09:00 18:00	08:49	18:02	0 h 10 m	0 h 2 m	9 h 0 m	9 h 13 m	0 h 13 m		
13-12 (Thu)	09:00 18:00	08:26	18:06	0 h 33 m	0 h 6 m	9 h 0 m	9 h 39 m	0 h 39 m		
14-12 (Fri)	09:00 18:00	08:49	18:01	0 h 10 m	0 h 1 m	9 h 0 m	9 h 11 m	0 h 11 m		
15-12 (Sat)	Off Day									
16-12 (Sun)	Off Day									
17-12 (Mon)	09:00 18:00	08:34	18:04	0 h 25 m	0 h 4 m	9 h 0 m	9 h 30 m	0 h 30 m		
18-12 (Tue)	Medical Leave									
19-12 (Wed)	09:00 18:00	08:32	18:00	0 h 27 m	0 h 0 m	9 h 0 m	9 h 27 m	0 h 27 m		
20-12 (Thu)	09:00 18:00	08:40	18:04	0 h 19 m	0 h 4 m	9 h 0 m	9 h 24 m	0 h 24 m		
21-12 (Fri)	09:00 18:00	08:49	18:03	0 h 10 m	0 h 3 m	9 h 0 m	9 h 13 m	0 h 13 m		
22-12 (Sat)	Off Day									
23-12 (Sun)	Off Day									
24-12 (Mon)	Annual Leave									
25-12 (Tue)	P.Holiday									
26-12 (Wed)	09:00 18:00	08:35	18:03	0 h 24 m	0 h 3 m	9 h 0 m	9 h 27 m	0 h 27 m		
27-12 (Thu)	09:00 18:00	08:34	18:02	0 h 25 m	0 h 2 m	9 h 0 m	9 h 28 m	0 h 28 m		
28-12 (Fri)	Annual Leave	08:42	13:04	0 h 17 m	-4 h 55 m	9 h 0 m	4 h 21 m	-4 h 39 m		
29-12 (Sat)	Off Day									
30-12 (Sun)	Off Day									
31-12 (Mon)	Annual Leave									
TOTAL	20 Days	16 Days								

Leave Information

Entitlement Leave :20.0 day(s)
 Annual Leave : 0.0 day(s)
 Emergency Leave : 0.0 day(s)
 Leave Taken : 0.0 day(s)
 Leave Balance :20.0 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)