

EMPLOYEE ATTENDANCE REPORT

Mar-2022

Name: Eleeza Darina binti Roslan (E-0082)

Date	Roster	Attendance		Different		Work Hours		Different	Attendance Verification	
		In	Out	In	Out	Plan	Actual			
01-03 (Tue)	09:00 18:00	08:45	18:13	0 h 14 m	0 h 13 m	9 h 0 m	9 h 27 m	0 h 27 m		
02-03 (Wed)	Annual Leave	08:52	13:14	0 h 7 m	-4 h 45 m	9 h 0 m	4 h 21 m	-4 h 39 m		
03-03 (Thu)	09:00 18:00	08:47	18:25	0 h 12 m	0 h 25 m	9 h 0 m	9 h 38 m	0 h 38 m		
04-03 (Fri)	09:00 18:00	09:00	18:30	-0 h 0 m	0 h 30 m	9 h 0 m	9 h 29 m	0 h 29 m		
05-03 (Sat)	Off Day									
06-03 (Sun)	Off Day									
07-03 (Mon)	09:00 18:00	08:51	18:29	0 h 8 m	0 h 29 m	9 h 0 m	9 h 37 m	0 h 37 m		
08-03 (Tue)	09:00 18:00	08:58	18:07	0 h 1 m	0 h 7 m	9 h 0 m	9 h 9 m	0 h 9 m		
09-03 (Wed)	09:00 18:00	08:48	18:19	0 h 11 m	0 h 19 m	9 h 0 m	9 h 30 m	0 h 30 m		
10-03 (Thu)	09:00 18:00	08:54	08:52	0 h 5 m	14 h 52 m	9 h 0 m	23 h 57 m	14 h 57 m		
11-03 (Fri)	Emerg. Leave									
12-03 (Sat)	Off Day									
13-03 (Sun)	Off Day									
14-03 (Mon)	09:00 18:00									
15-03 (Tue)	09:00 18:00									
16-03 (Wed)	09:00 18:00									
17-03 (Thu)	09:00 18:00									
18-03 (Fri)	09:00 18:00									
19-03 (Sat)	Off Day									
20-03 (Sun)	Off Day									
21-03 (Mon)	09:00 18:00	08:52	18:25	0 h 7 m	0 h 25 m	9 h 0 m	9 h 33 m	0 h 33 m		
22-03 (Tue)	09:00 18:00	09:01	09:00	-0 h 1 m	15 h 0 m	9 h 0 m	23 h 58 m	14 h 58 m		
23-03 (Wed)	Annual Leave	09:00	13:15	-0 h 0 m	-4 h 44 m	9 h 0 m	4 h 14 m	-4 h 46 m		
24-03 (Thu)	Medical Leave									
25-03 (Fri)	09:00 18:00	08:41	18:16	0 h 18 m	0 h 16 m	9 h 0 m	9 h 35 m	0 h 35 m		
26-03 (Sat)	Off Day									
27-03 (Sun)	Off Day									
28-03 (Mon)	09:00 18:00	09:12	18:46	-0 h 12 m	0 h 46 m	9 h 0 m	9 h 33 m	0 h 33 m		
29-03 (Tue)	09:00 18:00	09:00	18:18	-0 h 0 m	0 h 18 m	9 h 0 m	9 h 17 m	0 h 17 m		
30-03 (Wed)	09:00 18:00	08:43	18:33	0 h 16 m	0 h 33 m	9 h 0 m	9 h 49 m	0 h 49 m		
31-03 (Thu)	09:00 18:00	08:51	18:09	0 h 8 m	0 h 9 m	9 h 0 m	9 h 18 m	0 h 18 m		
TOTAL	23 Days	16 Days								

Leave Information

Entitlement Leave : 16.0 day(s)
 Annual Leave : 5.5 day(s)
 Emergency Leave : 1.0 day(s)
 Leave Taken : 6.5 day(s)
 Leave Balance : 9.5 day(s)

Unpaid Leave : 0.0 day(s)
 Medical Leave : 2.0 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)