

## Daily Attendance Report (Detailed Summary Report)

Nov 11 2019 To Nov 16 2019

Company: SRBTC ( lunch time from 1.5pm -2pm )

Printed On : Nov 18 2019 15:04

Department: NON Teaching Staffs

Emp Code: 21 Employee Name : AJOY KR. CHETTRI

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
11-Nov-2019	10:14	16:32	GS	10:00	16:30	6:18	00:00	6:18	00:00	00:00	Present	10:14:in(BIOMETRIC),lunch time ?16:32:out(BIOMETRIC),
12-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Holiday	Guru Nanak's Birthday
13-Nov-2019	10:00	16:40	GS	10:00	16:30	6:40	00:00	6:40	00:00	00:00	Present	10:00:in(BIOMETRIC),lunch time ?16:40:out(BIOMETRIC),
14-Nov-2019	10:12	16:20	GS	10:00	16:30	6:08	00:00	6:08	00:00	00:00	Present	10:12:in(BIOMETRIC),lunch time ?16:20:out(BIOMETRIC),
15-Nov-2019	10:16	17:09	GS	10:00	16:30	6:14	00:39	6:53	00:00	00:00	Present	10:16:in(BIOMETRIC),17:09:out(BIOMETRIC),
16-Nov-2019	10:04	13:46	GS	10:00	16:30	00:00	3:42	3:42	00:00	00:00	WeeklyOff ½Present	10:04:in(BIOMETRIC),lunch time ?13:46:out(BIOMETRIC),

**Total Duration=29 Hrs 41 Min , PresentDays=4.5 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off =0**

Emp Code: 22 Employee Name : SMT. DIBYA CHETTRI

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
11-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	CCL
12-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	Holiday	Guru Nanak's Birthday
13-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	CCL
14-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	CCL
15-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	CCL
16-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	WeeklyOff On Leave	CCL

**Total Duration=0 Hrs 0 Min , PresentDays=0 , Leaves=5 , Holiday=1 , AbsentDays=0 , Weekly Off =0**

Emp Code: 23 Employee Name : SMT. ANJANA PRADHNA

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
11-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	SL
12-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	Holiday	Guru Nanak's Birthday

## Daily Attendance Report (Detailed Summary Report)

Nov 11 2019 To Nov 16 2019

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Printed On : Nov 18 2019 15:04

13-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	SL
14-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	SL
15-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	SL
16-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	WeeklyOff On Leave	SL

**Total Duration=0 Hrs 0 Min , PresentDays=0 , Leaves=5 , Holiday=1 , AbsentDays=0 , Weekly Off =0**

Emp Code: 24 Employee Name : SHRI KALDEN LEPCHA

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
11-Nov-2019	09:52	16:56	GS	10:00	16:30	6:57	00:00	6:57	00:00	00:00	Present	09:52:in(BIOMETRIC),lunch time ?16:56:out(BIOMETRIC),
12-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Holiday	Guru Nanak's Birthday
13-Nov-2019	10:03	16:07	GS	10:00	16:30	6:04	00:00	6:04	00:00	00:00	Present	10:03:in(BIOMETRIC),lunch time ?16:07:out(BIOMETRIC),
14-Nov-2019	10:02	16:19	GS	10:00	16:30	6:17	00:00	6:17	00:00	00:00	Present	10:02:in(BIOMETRIC),16:19:out(BIOMETRIC),
15-Nov-2019	09:52	13:06	GS	10:00	16:30	3:07	00:00	3:07	00:00	3:23	½Present	09:52:in(BIOMETRIC),lunch time ?13:06:out(BIOMETRIC),
16-Nov-2019	10:04	13:19	GS	10:00	16:30	00:00	3:15	3:15	00:00	00:00	WeeklyOff ½Present	10:04:in(BIOMETRIC),13:19:out(BIOMETRIC),

**Total Duration=25 Hrs 40 Min , PresentDays=4 , Leaves=0 , Holiday=1 , AbsentDays=0.5 , Weekly Off =0**

Emp Code: 25 Employee Name : SHRI ANIL KR. BHITRIKOTY

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
11-Nov-2019	10:07	16:09	GS	10:00	16:30	6:02	00:00	6:02	00:00	00:00	Present	10:07:in(BIOMETRIC),lunch time ?16:09:out(BIOMETRIC),
12-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Holiday	Guru Nanak's Birthday
13-Nov-2019	10:00	15:58	GS	10:00	16:30	5:58	00:00	5:58	00:00	00:31	Present	10:00:in(BIOMETRIC),lunch time ?15:58:out(BIOMETRIC),
14-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Absent	No Information
15-Nov-2019	10:16	16:02	GS	10:00	16:30	5:46	00:00	5:46	00:00	00:00	Present	10:16:in(BIOMETRIC),lunch time ?16:02:out(BIOMETRIC),
16-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	WeeklyOff Absent	No Information

**Total Duration=17 Hrs 46 Min , PresentDays=3 , Leaves=0 , Holiday=1 , AbsentDays=1 , Weekly Off =0**

## Daily Attendance Report (Detailed Summary Report)

Nov 11 2019 To Nov 16 2019

Company: SRBTC ( lunch time from 1.5pm -2pm )

Printed On : Nov 18 2019 15:04

Emp Code: 26 Employee Name : SHRI SARAN GURUNG

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
11-Nov-2019	10:30	16:33	GS	10:00	16:30	6:03	00:00	6:03	00:00	00:00	Present	10:30:in(BIOMETRIC),lunch time ?16:33:out(BIOMETRIC),
12-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Holiday	Guru Nanak's Birthday
13-Nov-2019	09:59	13:08	GS	10:00	16:30	3:09	00:00	3:09	00:00	3:21	½Present	09:59:in(BIOMETRIC),lunch time ?13:08:out(BIOMETRIC),
14-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Absent	No Information
15-Nov-2019	10:08	16:21	GS	10:00	16:30	6:13	00:00	6:13	00:00	00:00	Present	10:08:in(BIOMETRIC),lunch time ?16:21:out(BIOMETRIC),
16-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	WeeklyOff Absent	No Information

**Total Duration=15 Hrs 25 Min , PresentDays=2.5 , Leaves=0 , Holiday=1 , AbsentDays=1.5 , Weekly Off =0**

Emp Code: 27 Employee Name : SHRI PRAMOD HARIJAN

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
11-Nov-2019	09:32	17:36	GS	10:00	16:30	6:31	1:06	7:37	00:00	00:00	Present On OD	09:32:in(BIOMETRIC),11:00:in(OD),13:30:out(OD),1 7:36:in(BIOMETRIC),
12-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Holiday	Guru Nanak's Birthday
13-Nov-2019	09:26	16:39	GS	10:00	16:30	6:40	00:00	6:40	00:00	00:00	Present	09:26:in(BIOMETRIC),lunch time ?16:39:out(BIOMETRIC),
14-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	On Leave	applied for cl
15-Nov-2019	09:10	17:08	GS	10:00	16:30	6:31	00:38	7:09	00:00	00:00	Present	09:10:in(BIOMETRIC),15:41:out(BIOMETRIC),17:08 :in(BIOMETRIC),
16-Nov-2019	09:48	13:45	GS	10:00	16:30	00:00	3:57	3:57	00:00	00:00	WeeklyOff ½Present	09:48:in(BIOMETRIC),13:45:out(BIOMETRIC),

**Total Duration=25 Hrs 23 Min , PresentDays=3.5 , Leaves=1 , Holiday=1 , AbsentDays=0 , Weekly Off =0**

Emp Code: 28 Employee Name : SMT. JULY BARAILY

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
11-Nov-2019	10:07	16:31	GS	10:00	16:30	6:24	00:00	6:24	00:00	00:00	Present On OD	10:07:in(BIOMETRIC),11:00:in(OD),13:30:out(OD),1 6:31:in(BIOMETRIC),
12-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Holiday	Guru Nanak's Birthday

## Daily Attendance Report (Detailed Summary Report)

Nov 11 2019 To Nov 16 2019

Company: SRBTC ( lunch time from 1.5pm -2pm )

Printed On : Nov 18 2019 15:04

13-Nov-2019	10:11	15:58	GS	10:00	16:30	5:47	00:00	5:47	00:00	00:31	Present	10:11:in(BIOMETRIC),lunch time ?15:58:out(BIOMETRIC),
14-Nov-2019	10:17	16:21	GS	10:00	16:30	6:04	00:00	6:04	00:00	00:00	Present	10:17:in(BIOMETRIC),16:21:out(BIOMETRIC),
15-Nov-2019	10:16	16:02	GS	10:00	16:30	5:46	00:00	5:46	00:00	00:00	Present	10:16:in(BIOMETRIC),lunch time ?16:02:out(BIOMETRIC),
16-Nov-2019	10:11	13:05	GS	10:00	16:30	00:00	2:54	2:54	00:00	00:00	WeeklyOff ½Present	10:11:in(BIOMETRIC),13:05:out(BIOMETRIC),

**Total Duration=26 Hrs 55 Min , PresentDays=4.5 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off =0**

Emp Code: 29 Employee Name : SHRI MAHESH CHETTRI

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
11-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	Absent	No Information
12-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	Holiday	Guru Nanak's Birthday
13-Nov-2019	10:10	16:37	GS	10:00	16:30	6:27	00:00	6:27	00:00	00:00	Present	10:10:in(BIOMETRIC),lunch time ?16:37:out(BIOMETRIC),
14-Nov-2019	10:08	16:30	GS	10:00	16:30	6:22	00:00	6:22	00:00	00:00	Present	10:08:in(BIOMETRIC),16:30:out(BIOMETRIC),
15-Nov-2019	10:09	16:40	GS	10:00	16:30	6:31	00:00	6:31	00:00	00:00	Present	10:09:in(BIOMETRIC),lunch time ?16:40:out(BIOMETRIC),
16-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	WeeklyOff Absent	No Information

**Total Duration=19 Hrs 20 Min , PresentDays=3 , Leaves=0 , Holiday=1 , AbsentDays=2 , Weekly Off =0**

Emp Code: 30 Employee Name : SHRI CHANDRA KR. PRADHAN

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
11-Nov-2019	08:51	17:55	GS	10:00	16:30	6:31	1:25	7:56	00:00	00:00	Present	08:51:in(BIOMETRIC),17:55:out(BIOMETRIC),
12-Nov-2019	08:53	16:49	GS	10:00	16:30	00:00	7:56	7:56	00:00	00:00	Holiday Present	08:53:in(BIOMETRIC),16:49:out(BIOMETRIC),
13-Nov-2019	08:47	17:28	GS	10:00	16:30	6:31	00:58	7:29	00:00	00:00	Present	08:47:in(BIOMETRIC),17:28:out(BIOMETRIC),
14-Nov-2019	08:41	17:36	GS	10:00	16:30	6:31	1:06	7:37	00:00	00:00	Present	08:41:in(BIOMETRIC),17:36:out(BIOMETRIC),
15-Nov-2019	08:52	17:35	GS	10:00	16:30	6:31	1:05	7:36	00:00	00:00	Present	08:52:in(BIOMETRIC),17:35:out(BIOMETRIC),
16-Nov-2019	08:40	17:08	GS	10:00	16:30	00:00	8:28	8:28	00:00	00:00	WeeklyOff Present	08:40:in(BIOMETRIC),17:08:out(BIOMETRIC),

**Total Duration=47 Hrs 2 Min , PresentDays=6 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off =0**

## Daily Attendance Report (Detailed Summary Report)

Nov 11 2019 To Nov 16 2019

Company: SRBTC ( lunch time from 1.5pm -2pm )

Printed On : Nov 18 2019 15:04

Emp Code: 31 Employee Name : SHRI SANJAY TAMANG

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
11-Nov-2019	09:47	17:55	GS	10:00	16:30	6:31	1:25	7:56	00:00	00:00	Present	09:47:in(BIOMETRIC),17:55:out(BIOMETRIC),
12-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Holiday	Guru Nanak's Birthday
13-Nov-2019	09:41	17:28	GS	10:00	16:30	6:31	00:58	7:29	00:00	00:00	Present	09:41:in(BIOMETRIC),17:28:out(BIOMETRIC),
14-Nov-2019	09:48	17:36	GS	10:00	16:30	6:30	1:06	7:36	00:00	00:00	Present	09:48:in(BIOMETRIC),17:36:out(BIOMETRIC),
15-Nov-2019	09:41	17:35	GS	10:00	16:30	6:31	1:05	7:36	00:00	00:00	Present	09:41:in(BIOMETRIC),17:35:out(BIOMETRIC),
16-Nov-2019	09:58	17:08	GS	10:00	16:30	00:00	7:10	7:10	00:00	00:00	WeeklyOff Present	09:58:in(BIOMETRIC),17:08:out(BIOMETRIC),

**Total Duration=37 Hrs 47 Min , PresentDays=5 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off =0**

Emp Code: 32 Employee Name : SHRI DAWA TAMANG

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
11-Nov-2019	10:15	16:31	GS	10:00	16:30	6:16	00:00	6:16	00:00	00:00	Present	10:15:in(BIOMETRIC),lunch time ?16:31:out(BIOMETRIC),
12-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Holiday	Guru Nanak's Birthday
13-Nov-2019	09:53	16:04	GS	10:00	16:30	6:05	00:00	6:05	00:00	00:00	Present	09:53:in(BIOMETRIC),lunch time ?16:04:out(BIOMETRIC),
14-Nov-2019	10:20	14:23	GS	10:00	16:30	4:03	00:00	4:03	00:00	2:06	Present	10:20:in(BIOMETRIC),lunch time ?14:23:out(BIOMETRIC),
15-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Absent	no information
16-Nov-2019	10:19	13:18	GS	10:00	16:30	00:00	2:59	2:59	00:00	00:00	WeeklyOff ½Present	10:19:in(BIOMETRIC),13:18:out(BIOMETRIC),

**Total Duration=19 Hrs 23 Min , PresentDays=3.5 , Leaves=0 , Holiday=1 , AbsentDays=1 , Weekly Off =0**

Emp Code: 33 Employee Name : SHRI RAM BDR. CHETTRI

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
11-Nov-2019	09:46	17:45	GS	10:00	16:30	6:31	1:15	7:46	00:00	00:00	Present	09:46:in(BIOMETRIC),17:45:out(BIOMETRIC),
12-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Holiday	Guru Nanak's Birthday

## Daily Attendance Report (Detailed Summary Report)

Nov 11 2019 To Nov 16 2019

Company: SRBTC ( lunch time from 1.5pm -2pm )

Printed On : Nov 18 2019 15:04

13-Nov-2019	09:53	16:39	GS	10:00	16:30	6:40	00:00	6:40	00:00	00:00	Present	09:53:in(BIOMETRIC),16:39:out(BIOMETRIC),
14-Nov-2019	09:52	16:32	GS	10:00	16:30	6:33	00:00	6:33	00:00	00:00	Present	09:52:in(BIOMETRIC),16:32:out(BIOMETRIC),
15-Nov-2019	09:59	16:42	GS	10:00	16:30	6:43	00:00	6:43	00:00	00:00	Present	09:59:in(BIOMETRIC),16:42:out(BIOMETRIC),
16-Nov-2019	10:00	16:47	GS	10:00	16:30	00:00	6:47	6:47	00:00	00:00	WeeklyOff Present	10:00:in(BIOMETRIC),16:47:out(BIOMETRIC),

**Total Duration=34 Hrs 29 Min , PresentDays=5 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off =0**

Emp Code: 34 Employee Name : SHRI RAMESH SHRESTHA

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
11-Nov-2019	10:21	16:31	GS	10:00	16:30	6:10	00:00	6:10	00:00	00:00	Present	10:21:in(BIOMETRIC),lunch time ?16:31:out(BIOMETRIC),
12-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Holiday	Guru Nanak's Birthday
13-Nov-2019	10:18	16:01	GS	10:00	16:30	5:43	00:00	5:43	00:00	00:00	Present	10:18:in(BIOMETRIC),lunch time ?16:01:out(BIOMETRIC),
14-Nov-2019	10:21	16:11	GS	10:00	16:30	5:50	00:00	5:50	00:00	00:00	Present	10:21:in(BIOMETRIC),16:11:out(BIOMETRIC),
15-Nov-2019	10:20	16:03	GS	10:00	16:30	5:43	00:00	5:43	00:00	00:00	Present	10:20:in(BIOMETRIC),lunch time ?16:03:out(BIOMETRIC),
16-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	WeeklyOff Absent	No Information

**Total Duration=23 Hrs 26 Min , PresentDays=4 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off =0**

Emp Code: 35 Employee Name : SMT. SUBALA TAMANG

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
11-Nov-2019	08:40	16:34	GS	10:00	16:30	6:35	00:00	6:35	00:00	00:00	Present	08:40:in(BIOMETRIC),16:34:out(BIOMETRIC),
12-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Holiday	Guru Nanak's Birthday
13-Nov-2019	08:58	16:31	GS	10:00	16:30	6:32	00:00	6:32	00:00	00:00	Present	08:58:in(BIOMETRIC),16:31:out(BIOMETRIC),
14-Nov-2019	08:49	16:33	GS	10:00	16:30	6:34	00:00	6:34	00:00	00:00	Present	08:49:in(BIOMETRIC),16:33:out(BIOMETRIC),
15-Nov-2019	09:02	16:33	GS	10:00	16:30	6:34	00:00	6:34	00:00	00:00	Present	09:02:in(BIOMETRIC),16:33:out(BIOMETRIC),
16-Nov-2019	08:40	16:49	GS	10:00	16:30	00:00	8:09	8:09	00:00	00:00	WeeklyOff Present	08:40:in(BIOMETRIC),16:49:out(BIOMETRIC),

**Total Duration=34 Hrs 24 Min , PresentDays=5 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off =0**

# Daily Attendance Report (Detailed Summary Report)

Nov 11 2019 To Nov 16 2019

**Company:** SRBTC ( lunch time from 1.5pm -2pm )

Printed On : Nov 18 2019 15:04

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