

Daily Attendance Report (Detailed Summary Report)

Dec 02 2019 To Dec 07 2019

Company: SRBTC

Department: Teaching Staffs

Emp Code: 1 **Employee Name :** DR. S.P.SHRESTHA

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
02-Dec-2019	10:41	17:36	GS	10:00	16:30	5:49	1:06	6:55	00:41	00:00	Present	10:41:in(BIOMETRIC),17:36:out(BIOMETRIC),
03-Dec-2019	09:56	18:16	GS	10:00	16:30	6:31	1:46	8:17	00:00	00:00	Present	09:56:in(BIOMETRIC),14:47:out(BIOMETRIC),18:16:in(BIOMETRIC),
04-Dec-2019	10:57	18:50	GS	10:00	16:30	5:33	2:20	7:53	00:57	00:00	Present	10:57:in(BIOMETRIC),18:50:out(BIOMETRIC),
05-Dec-2019	10:47	19:16	GS	10:00	16:30	5:43	2:46	8:29	00:47	00:00	Present	10:47:in(BIOMETRIC),19:16:out(BIOMETRIC),
06-Dec-2019	10:42	17:47	GS	10:00	16:30	5:48	1:17	7:05	00:42	00:00	Present	10:42:in(BIOMETRIC),17:47:out(BIOMETRIC),
07-Dec-2019	10:30	15:19	GS	10:00	16:30	00:00	4:49	4:49	00:00	00:00	WeeklyOff Present	10:30:in(BIOMETRIC),15:19:out(BIOMETRIC),

Total Duration=43 Hrs 28 Min , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Emp Code: 2 **Employee Name :** SHRI J.A. SARKAR

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
02-Dec-2019	10:45	15:58	GS	10:00	16:30	5:13	00:00	5:13	00:45	00:31	Present	10:45:in(BIOMETRIC),15:58:out(BIOMETRIC),
03-Dec-2019	10:24	15:57	GS	10:00	16:30	5:33	00:00	5:33	00:00	00:32	Present	10:24:in(BIOMETRIC),15:57:out(BIOMETRIC),
04-Dec-2019	10:39	15:34	GS	10:00	16:30	4:55	00:00	4:55	00:39	00:55	Present	10:39:in(BIOMETRIC),15:34:out(BIOMETRIC),
05-Dec-2019	10:29	15:38	GS	10:00	16:30	5:09	00:00	5:09	00:00	00:51	Present	10:29:in(BIOMETRIC),15:38:out(BIOMETRIC),
06-Dec-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	On Leave	SL
07-Dec-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	WeeklyOff On Leave	SL

Total Duration=20 Hrs 50 Min , PresentDays=4 , Leaves=2 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Emp Code: 3 **Employee Name :** SMT.P.L.SHERPA (SHRESTHA)

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
02-Dec-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	CL
03-Dec-2019	10:33	13:47	GS	10:00	16:30	3:14	00:00	3:14	00:33	2:42	Present	10:33:in(BIOMETRIC),13:47:out(BIOMETRIC),
04-Dec-2019	10:26	13:53	GS	10:00	16:30	3:27	00:00	3:27	00:00	2:36	Present	10:26:in(BIOMETRIC),13:53:out(BIOMETRIC),

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05-Dec-2019	10:53	14:51	GS	10:00	16:30	3:58	00:00	3:58	00:53	1:38	Present	10:53:in(BIOMETRIC),14:51:out(BIOMETRIC),
06-Dec-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	On Leave	CL
07-Dec-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	WeeklyOff On Leave	CL

Total Duration=15 Hrs 39 Min , PresentDays=3 , Leaves=3 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Emp Code: 4 **Employee Name :** MISS LOCHAN THAPA

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
02-Dec-2019	10:31		GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Absent (No OutPunch)	10:31:in(BIOMETRIC),
03-Dec-2019	09:45	17:01	GS	10:00	16:30	6:31	00:31	7:02	00:00	00:00	Present	09:45:in(BIOMETRIC),17:01:out(BIOMETRIC),
04-Dec-2019	09:56	17:24	GS	10:00	16:30	6:31	00:54	7:25	00:00	00:00	Present	09:56:in(BIOMETRIC),17:24:out(BIOMETRIC),
05-Dec-2019	10:40	17:03	GS	10:00	16:30	5:50	00:33	6:23	00:40	00:00	Present	10:40:in(BIOMETRIC),17:03:out(BIOMETRIC),
06-Dec-2019	10:31	17:04	GS	10:00	16:30	5:59	00:34	6:33	00:31	00:00	Present	10:31:in(BIOMETRIC),17:04:out(BIOMETRIC),
07-Dec-2019	10:39	14:22	GS	10:00	16:30	00:00	3:43	3:43	00:00	00:00	WeeklyOff ½Present	10:39:in(BIOMETRIC),14:22:out(BIOMETRIC),

Total Duration=31 Hrs 6 Min , PresentDays=4.5 , Leaves=0 , Holiday=0 , AbsentDays=1 , Weekly Off =0

Emp Code: 5 **Employee Name :** SHRI SRIBARNA MONDAL

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
02-Dec-2019	10:03		GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Absent (No OutPunch)	10:03:in(BIOMETRIC),
03-Dec-2019	10:29	17:27	GS	10:00	16:30	6:01	00:57	6:58	00:00	00:00	Present	10:29:in(BIOMETRIC),17:27:out(BIOMETRIC),
04-Dec-2019	09:56		GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Absent (No OutPunch)	09:56:in(BIOMETRIC),
05-Dec-2019	10:06		GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Absent (No OutPunch)	10:06:in(BIOMETRIC),
06-Dec-2019	10:38	17:30	GS	10:00	16:30	5:52	1:00	6:52	00:38	00:00	Present	10:38:in(BIOMETRIC),17:30:out(BIOMETRIC),
07-Dec-2019	10:32	14:20	GS	10:00	16:30	00:00	3:48	3:48	00:00	00:00	WeeklyOff ½Present	10:32:in(BIOMETRIC),14:20:out(BIOMETRIC),

Total Duration=17 Hrs 38 Min , PresentDays=2.5 , Leaves=0 , Holiday=0 , AbsentDays=3 , Weekly Off =0

Emp Code: 6 **Employee Name :** SHRI ANAND DAS

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02-Dec-2019	17:22		GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Absent (No OutPunch)	17:22:in(BIOMETRIC),
03-Dec-2019	10:08	17:01	GS	10:00	16:30	6:22	00:31	6:53	00:00	00:00	Present	10:08:in(BIOMETRIC),17:01:out(BIOMETRIC),
04-Dec-2019	10:14	17:07	GS	10:00	16:30	6:16	00:37	6:53	00:00	00:00	Present	10:14:in(BIOMETRIC),17:07:out(BIOMETRIC),
05-Dec-2019	10:20		GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Absent (No OutPunch)	10:20:in(BIOMETRIC),
06-Dec-2019	10:40	17:03	GS	10:00	16:30	5:50	00:33	6:23	00:40	00:00	Present	10:40:in(BIOMETRIC),17:03:out(BIOMETRIC),
07-Dec-2019	10:34	14:20	GS	10:00	16:30	00:00	3:46	3:46	00:00	00:00	WeeklyOff ½Present	10:34:in(BIOMETRIC),14:20:out(BIOMETRIC),

Total Duration=23 Hrs 55 Min , PresentDays=3.5 , Leaves=0 , Holiday=0 , AbsentDays=2 , Weekly Off =0

Emp Code: 7 Employee Name : SHRI KHIRAN SUBA

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
02-Dec-2019	10:42	17:22	GS	10:00	16:30	5:48	00:52	6:40	00:42	00:00	Present	10:42:in(BIOMETRIC),17:22:out(BIOMETRIC),
03-Dec-2019	10:10	17:00	GS	10:00	16:30	6:20	00:30	6:50	00:00	00:00	Present	10:10:in(BIOMETRIC),17:00:out(BIOMETRIC),
04-Dec-2019	10:22		GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Absent (No OutPunch)	10:22:in(BIOMETRIC),
05-Dec-2019	10:10	17:01	GS	10:00	16:30	6:20	00:31	6:51	00:00	00:00	Present	10:10:in(BIOMETRIC),17:01:out(BIOMETRIC),
06-Dec-2019	10:09	17:03	GS	10:00	16:30	6:21	00:33	6:54	00:00	00:00	Present	10:09:in(BIOMETRIC),17:03:out(BIOMETRIC),
07-Dec-2019	10:45	12:38	GS	10:00	16:30	00:00	1:53	1:53	00:00	00:00	WeeklyOff Absent	10:45:in(BIOMETRIC),12:38:out(BIOMETRIC),

Total Duration=29 Hrs 8 Min , PresentDays=4 , Leaves=0 , Holiday=0 , AbsentDays=1 , Weekly Off =0

Emp Code: 8 Employee Name : MISS MOUSUMI SARKAR

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
02-Dec-2019	10:02		GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	On Leave	10:02:in(BIOMETRIC),
03-Dec-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	On Leave	CL
04-Dec-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	On Leave	CL
05-Dec-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	On Leave	CL
06-Dec-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	On Leave	CL

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07-Dec-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	00:00	WeeklyOff On Leave	CL
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Total Duration=0 Hrs 0 Min , PresentDays= , Leaves=6, Holiday=0 , AbsentDays=0 , Weekly Off =0

Emp Code: 9 **Employee Name :** DR. (MRS.) PRIYANKA KUMARI DUBEY

Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
02-Dec-2019	10:00	17:00	GS	10:00	16:30	6:30	00:30	7:00	00:00	00:00	Present On OD	10:00:in(OD),17:00:out(OD),
03-Dec-2019	15:09	17:01	GS	10:00	16:30	1:21	00:31	1:52	5:09	00:00	Present	15:09:in(BIOMETRIC),17:01:out(BIOMETRIC),
04-Dec-2019	10:20	17:04	GS	10:00	16:30	6:10	00:34	6:44	00:00	00:00	Present	10:20:in(BIOMETRIC),17:04:out(BIOMETRIC),
05-Dec-2019	10:26	17:02	GS	10:00	16:30	6:04	00:32	6:36	00:00	00:00	Present	10:26:in(BIOMETRIC),17:02:out(BIOMETRIC),
06-Dec-2019	10:20	17:03	GS	10:00	16:30	6:10	00:33	6:43	00:00	00:00	Present	10:20:in(BIOMETRIC),17:03:out(BIOMETRIC),
07-Dec-2019	10:19	14:00	GS	10:00	16:30	00:00	3:41	3:41	00:00	00:00	WeeklyOff ½Present	10:19:in(BIOMETRIC),14:00:out(BIOMETRIC),

Total Duration=32 Hrs 36 Min , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays= , Weekly Off =0

