

Daily Attendance Report (Detailed Summary Report)

Feb 24 2020 To Feb 29 2020

Company: SRBTC

Printed On : Mar 02 2020 14:51

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 |
|-------------|--------|---------|-------|-----------|------------|-----------|-------|-----------|--------|--------------|---------------|---|
| 24-Feb-2020 | 10:00 | 16:30 | GS | 10:00 | 16:30 | 6:30 | 00:00 | 6:30 | 00:00 | 00:00 | Present On OD | 10:00:in(OD),16:30:out(OD), |
| 25-Feb-2020 | 10:00 | 16:30 | GS | 10:00 | 16:30 | 6:30 | 00:00 | 6:30 | 00:00 | 00:00 | Present On OD | 10:00:in(OD),16:30:out(OD), |
| 26-Feb-2020 | 10:00 | 16:30 | GS | 10:00 | 16:30 | 6:30 | 00:00 | 6:30 | 00:00 | 00:00 | Present On OD | 10:00:in(OD),16:30:out(OD), |
| 27-Feb-2020 | 10:00 | 16:30 | GS | 10:00 | 16:30 | 6:30 | 00:00 | 6:30 | 00:00 | 00:00 | Present On OD | 10:00:in(OD),16:30:out(OD), |
| 28-Feb-2020 | 10:14 | 17:15 | GS | 10:00 | 16:30 | 6:16 | 00:45 | 7:01 | 00:00 | 00:00 | Present | 10:14:in(BIOMETRIC),17:15:out(BIOMETRIC), |
| 29-Feb-2020 | 10:38 | 13:55 | GS | 10:00 | 16:30 | 00:00 | 3:17 | 3:17 | 00:00 | 00:00 | Present | 10:38:in(BIOMETRIC),13:55:out(BIOMETRIC), |

Total Duration=36 Hrs 18 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 |
|-------------|--------|---------|-------|-----------|------------|-----------|-------|-----------|--------|--------------|----------|---------------|
| 24-Feb-2020 | | | GS | 10:00 | 16:30 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | On Leave | CCL |
| 25-Feb-2020 | | | GS | 10:00 | 16:30 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | On Leave | CCL |
| 26-Feb-2020 | | | GS | 10:00 | 16:30 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | On Leave | CCL |
| 27-Feb-2020 | | | GS | 10:00 | 16:30 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | On Leave | CCL |
| 28-Feb-2020 | | | GS | 10:00 | 16:30 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | On Leave | CCL |
| 29-Feb-2020 | | | GS | 10:00 | 16:30 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | On Leave | CCL |

Total Duration=0 Hrs 0 Min , PresentDays=0 , Leaves=6 , 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 |
|-------------|--------|---------|-------|-----------|------------|-----------|-------|-----------|--------|--------------|---------|---|
| 24-Feb-2020 | 10:38 | 15:50 | GS | 10:00 | 16:30 | 5:12 | 00:00 | 5:12 | 00:38 | 00:40 | Present | 10:38:in(BIOMETRIC),15:50:out(BIOMETRIC), |
| 25-Feb-2020 | 10:44 | 16:04 | GS | 10:00 | 16:30 | 5:20 | 00:00 | 5:20 | 00:44 | 00:00 | Present | 10:44:in(BIOMETRIC),16:04:out(BIOMETRIC), |
| 26-Feb-2020 | 10:44 | 15:58 | GS | 10:00 | 16:30 | 5:14 | 00:00 | 5:14 | 00:44 | 00:32 | Present | 10:44:in(BIOMETRIC),15:58:out(BIOMETRIC), |

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| | | | | | | | | | | | | | |
|-------------|--|--|----|-------|-------|-------|-------|-------|-------|-------|-------|----------|----|
| 27-Feb-2020 | | | GS | 10:00 | 16:30 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | On Leave | CL |
| 28-Feb-2020 | | | GS | 10:00 | 16:30 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | On Leave | CL |
| 29-Feb-2020 | | | GS | 10:00 | 16:30 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | On Leave | CL |

Total Duration=15 Hrs 46 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 |
|-------------|--------|---------|-------|-----------|------------|-----------|-------|-----------|--------|--------------|---------|---|
| 24-Feb-2020 | 10:26 | 16:19 | GS | 10:00 | 16:30 | 5:53 | 00:00 | 5:53 | 00:00 | 00:00 | Present | 10:26:in(BIOMETRIC),16:19:out(BIOMETRIC), |
| 25-Feb-2020 | 10:29 | 16:20 | GS | 10:00 | 16:30 | 5:51 | 00:00 | 5:51 | 00:00 | 00:00 | Present | 10:29:in(BIOMETRIC),16:20:out(BIOMETRIC), |
| 26-Feb-2020 | 10:17 | 16:09 | GS | 10:00 | 16:30 | 5:52 | 00:00 | 5:52 | 00:00 | 00:00 | Present | 10:17:in(BIOMETRIC),16:09:out(BIOMETRIC), |
| 27-Feb-2020 | 10:34 | 16:37 | GS | 10:00 | 16:30 | 6:03 | 00:00 | 6:03 | 00:34 | 00:00 | Present | 10:34:in(BIOMETRIC),16:37:out(BIOMETRIC), |
| 28-Feb-2020 | 10:10 | 16:39 | GS | 10:00 | 16:30 | 6:29 | 00:00 | 6:29 | 00:00 | 00:00 | Present | 10:10:in(BIOMETRIC),16:39:out(BIOMETRIC), |
| 29-Feb-2020 | 10:25 | 13:35 | GS | 10:00 | 16:30 | 00:00 | 3:10 | 3:10 | 00:00 | 00:00 | Present | 10:25:in(BIOMETRIC),13:35:out(BIOMETRIC), |

Total Duration=33 Hrs 18 Min , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , 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 |
|-------------|--------|---------|-------|-----------|------------|-----------|-------|-----------|--------|--------------|---------|---|
| 24-Feb-2020 | 10:37 | 16:20 | GS | 10:00 | 16:30 | 5:43 | 00:00 | 5:43 | 00:37 | 00:00 | Present | 10:37:in(BIOMETRIC),16:20:out(BIOMETRIC), |
| 25-Feb-2020 | 09:49 | 14:26 | GS | 10:00 | 16:30 | 4:27 | 00:00 | 4:27 | 00:00 | 2:03 | Present | 09:49:in(BIOMETRIC),14:26:out(BIOMETRIC), |
| 26-Feb-2020 | | | GS | 10:00 | 16:30 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | Absent | No Information |
| 27-Feb-2020 | 11:49 | 16:01 | GS | 10:00 | 16:30 | 4:12 | 00:00 | 4:12 | 1:49 | 00:00 | Present | 11:49:in(BIOMETRIC),16:01:out(BIOMETRIC), |
| 28-Feb-2020 | 10:08 | 16:39 | GS | 10:00 | 16:30 | 6:31 | 00:00 | 6:31 | 00:00 | 00:00 | Present | 10:08:in(BIOMETRIC),16:39:out(BIOMETRIC), |
| 29-Feb-2020 | 10:35 | 13:39 | GS | 10:00 | 16:30 | 00:00 | 3:04 | 3:04 | 00:00 | 00:00 | Present | 10:35:in(BIOMETRIC),13:39:out(BIOMETRIC), |

Total Duration=23 Hrs 57 Min , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=1 , Weekly Off =0

Emp Code: 6 Employee Name : SHRI ANAND DAS

| Att. Date | InTime | OutTime | Shift | S. InTime | S. OutTime | Work Dur. | OT | Tot. Dur. | LateBy | EarlyGoingBy | Status | Punch Records |
|-----------|--------|---------|-------|-----------|------------|-----------|----|-----------|--------|--------------|--------|---------------|
|-----------|--------|---------|-------|-----------|------------|-----------|----|-----------|--------|--------------|--------|---------------|

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| | | | | | | | | | | | | |
|-------------|-------|-------|----|-------|-------|-------|-------|-------|-------|-------|----------------------|---|
| 24-Feb-2020 | 10:32 | 16:35 | GS | 10:00 | 16:30 | 6:03 | 00:00 | 6:03 | 00:32 | 00:00 | Present | 10:32:in(BIOMETRIC),16:35:out(BIOMETRIC), |
| 25-Feb-2020 | 10:24 | 16:21 | GS | 10:00 | 16:30 | 5:57 | 00:00 | 5:57 | 00:00 | 00:00 | Present | 10:24:in(BIOMETRIC),16:21:out(BIOMETRIC), |
| 26-Feb-2020 | 10:42 | 16:11 | GS | 10:00 | 16:30 | 5:29 | 00:00 | 5:29 | 00:42 | 00:00 | Present | 10:42:in(BIOMETRIC),16:11:out(BIOMETRIC), |
| 27-Feb-2020 | 10:34 | | GS | 10:00 | 16:30 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | Absent (No OutPunch) | 10:34:in(BIOMETRIC), |
| 28-Feb-2020 | 11:30 | 17:17 | GS | 10:00 | 16:30 | 5:00 | 00:47 | 5:47 | 1:30 | 00:00 | Present | 11:30:in(BIOMETRIC),17:17:out(BIOMETRIC), |
| 29-Feb-2020 | 10:24 | 13:36 | GS | 10:00 | 16:30 | 00:00 | 3:12 | 3:12 | 00:00 | 00:00 | Present | 10:24:in(BIOMETRIC),13:36:out(BIOMETRIC), |

Total Duration=26 Hrs 28 Min , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=1 , 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 |
|-------------|--------|---------|-------|-----------|------------|-----------|-------|-----------|--------|--------------|---------|---|
| 24-Feb-2020 | 10:23 | 16:34 | GS | 10:00 | 16:30 | 6:11 | 00:00 | 6:11 | 00:00 | 00:00 | Present | 10:23:in(BIOMETRIC),16:34:out(BIOMETRIC), |
| 25-Feb-2020 | 10:38 | 16:14 | GS | 10:00 | 16:30 | 5:36 | 00:00 | 5:36 | 00:38 | 00:00 | Present | 10:38:in(BIOMETRIC),16:14:out(BIOMETRIC), |
| 26-Feb-2020 | 10:48 | 16:20 | GS | 10:00 | 16:30 | 5:32 | 00:00 | 5:32 | 00:48 | 00:00 | Present | 10:48:in(BIOMETRIC),16:20:out(BIOMETRIC), |
| 27-Feb-2020 | 10:11 | 16:39 | GS | 10:00 | 16:30 | 6:28 | 00:00 | 6:28 | 00:00 | 00:00 | Present | 10:11:in(BIOMETRIC),16:39:out(BIOMETRIC), |
| 28-Feb-2020 | 10:16 | 17:16 | GS | 10:00 | 16:30 | 6:14 | 00:46 | 7:00 | 00:00 | 00:00 | Present | 10:16:in(BIOMETRIC),17:16:out(BIOMETRIC), |
| 29-Feb-2020 | 10:24 | 13:36 | GS | 10:00 | 16:30 | 00:00 | 3:12 | 3:12 | 00:00 | 00:00 | Present | 10:24:in(BIOMETRIC),13:36:out(BIOMETRIC), |

Total Duration=33 Hrs 59 Min , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , 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 |
|-------------|--------|---------|-------|-----------|------------|-----------|-------|-----------|--------|--------------|---------------|---|
| 24-Feb-2020 | 10:37 | 16:20 | GS | 10:00 | 16:30 | 5:43 | 00:00 | 5:43 | 00:37 | 00:00 | Present | 10:37:in(BIOMETRIC),16:20:out(BIOMETRIC), |
| 25-Feb-2020 | 09:53 | 16:20 | GS | 10:00 | 16:30 | 6:21 | 00:00 | 6:21 | 00:00 | 00:00 | Present | 09:53:in(BIOMETRIC),16:20:out(BIOMETRIC), |
| 26-Feb-2020 | 10:22 | 16:20 | GS | 10:00 | 16:30 | 5:58 | 00:00 | 5:58 | 00:00 | 00:00 | Present | 10:22:in(BIOMETRIC),16:20:out(BIOMETRIC), |
| 27-Feb-2020 | 10:07 | 16:08 | GS | 10:00 | 16:30 | 6:01 | 00:00 | 6:01 | 00:00 | 00:00 | Present | 10:07:in(BIOMETRIC),16:08:out(BIOMETRIC), |
| 28-Feb-2020 | 10:10 | 15:10 | GS | 10:00 | 16:30 | 5:00 | 00:00 | 5:00 | 00:00 | 1:19 | Present | 10:10:in(BIOMETRIC),15:10:out(BIOMETRIC), |
| 29-Feb-2020 | 10:00 | 16:30 | GS | 10:00 | 16:30 | 6:30 | 00:00 | 6:30 | 00:00 | 00:00 | Present On OD | 10:00:in(OD),16:30:out(OD), |

Total Duration=35 Hrs 33 Min , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Daily Attendance Report (Detailed Summary Report)

Feb 24 2020 To Feb 29 2020

Company: SRBTC

Printed On : Mar 02 2020 14:51

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 |
|-------------|--------|---------|-------|-----------|------------|-----------|-------|-----------|--------|--------------|----------|-----------------|
| 24-Feb-2020 | | | GS | 10:00 | 16:30 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | On Leave | Maternity Leave |
| 25-Feb-2020 | | | GS | 10:00 | 16:30 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | On Leave | Maternity Leave |
| 26-Feb-2020 | | | GS | 10:00 | 16:30 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | On Leave | Maternity Leave |
| 27-Feb-2020 | | | GS | 10:00 | 16:30 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | On Leave | Maternity Leave |
| 28-Feb-2020 | | | GS | 10:00 | 16:30 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | On Leave | Maternity Leave |
| 29-Feb-2020 | | | GS | 10:00 | 16:30 | 00:00 | 00:00 | 00:00 | 00:00 | 00:00 | On Leave | Maternity Leave |

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

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