

## Daily Attendance Report (Detailed Summary Report)

Sep 30 2019 To Oct 01 2019

Company: SRBTC

Printed On : Oct 17 2019 15:41

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
30-Sep-2019	10:00	16:30	GS	10:00	16:30	6:30	00:00	6:30	00:00	00:00	Present	10:00:in(OD),16:30:out(OD),
01-Oct-2019	10:38	17:38	GS	10:00	16:30	5:52	1:08	7:00	00:38	00:00	Present	10:38:in(BIOMETRIC),17:38:out(BIOMETRIC),

**Total Duration=13 Hrs 30 Min , PresentDays=2 , 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
30-Sep-2019	10:42	15:07	GS	10:00	16:30	4:25	00:00	4:25	00:42	1:22	Present	10:42:in(BIOMETRIC),15:07:out(BIOMETRIC),
01-Oct-2019	10:39	15:02	GS	10:00	16:30	4:23	00:00	4:23	00:39	1:27	Present	10:39:in(BIOMETRIC),15:02:out(BIOMETRIC),

**Total Duration=8 Hrs 48 Min , PresentDays=2 , Leaves=0 , 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
30-Sep-2019	11:27	14:21	GS	10:00	16:30	2:54	00:00	2:54	1:27	2:08	Present	11:27:in(BIOMETRIC),14:21:out(BIOMETRIC),
01-Oct-2019	10:37	13:34	GS	10:00	16:30	2:57	00:00	2:57	00:37	2:55	Present	10:37:in(BIOMETRIC),13:34:out(BIOMETRIC),

**Total Duration=5 Hrs 51 Min , PresentDays=1 , Leaves=0 , Holiday=0 , AbsentDays=1 , 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
30-Sep-2019	10:26	16:29	GS	10:00	16:30	6:03	00:00	6:03	00:00	00:00	Present	10:26:in(BIOMETRIC),16:29:out(BIOMETRIC),
01-Oct-2019	10:30	16:11	GS	10:00	16:30	5:41	00:00	5:41	00:00	00:00	Present	10:30:in(BIOMETRIC),16:11:out(BIOMETRIC),

**Total Duration=11 Hrs 44 Min , PresentDays=2 , 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
30-Sep-2019	10:29	16:19	GS	10:00	16:30	5:50	00:00	5:50	00:00	00:00	Present	10:29:in(BIOMETRIC),16:19:out(BIOMETRIC),
01-Oct-2019	10:29	16:30	GS	10:00	16:30	6:01	00:00	6:01	00:00	00:00	Present	10:29:in(BIOMETRIC),16:30:out(BIOMETRIC),

**Total Duration=11 Hrs 51 Min , PresentDays=2 , Leaves=0 , Holiday=0 , AbsentDays=0 , 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
30-Sep-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	CL
01-Oct-2019	10:30	15:02	GS	10:00	16:30	4:32	00:00	4:32	00:00	1:27	Present	10:30:in(BIOMETRIC),15:02:out(BIOMETRIC),

**Total Duration=4 Hrs 32 Min , PresentDays=1 , Leaves=1 , Holiday=0 , AbsentDays=0 , Weekly Off =0**

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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
30-Sep-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	CL
01-Oct-2019	10:21	15:57	GS	10:00	16:30	5:36	00:00	5:36	00:00	00:32	Present	10:21:in(BIOMETRIC),15:57:out(BIOMETRIC),

**Total Duration=5 Hrs 36 Min , PresentDays=1 , Leaves=1 , 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
30-Sep-2019	12:16	16:21	GS	10:00	16:30	4:05	00:00	4:05	2:16	00:00	Present	12:16:in(BIOMETRIC),16:21:out(BIOMETRIC),
01-Oct-2019	10:29	16:32	GS	10:00	16:30	6:03	00:00	6:03	00:00	00:00	Present	10:29:in(BIOMETRIC),16:32:out(BIOMETRIC),

**Total Duration=10 Hrs 8 Min , PresentDays=2 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0**