

## Daily Attendance Report (Detailed Summary Report)

Nov 04 2019 To Nov 09 2019

Company: SRBTC

Printed On : Nov 11 2019 14:21

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
04-Nov-2019	10:22	16:46	GS	10:00	16:30	6:24	00:00	6:24	00:00	00:00	Present	10:22:in(BIOMETRIC),16:46:out(BIOMETRIC),
05-Nov-2019	10:09	16:30	GS	10:00	16:30	6:21	00:00	6:21	00:00	00:00	Present	10:09:in(BIOMETRIC),16:30:out(BIOMETRIC),16:30:out(BIOMETRIC),
06-Nov-2019	10:11	17:13	GS	10:00	16:30	6:19	00:43	7:02	00:00	00:00	Present	10:11:in(BIOMETRIC),17:13:out(BIOMETRIC),
07-Nov-2019	10:27	17:03	GS	10:00	16:30	6:03	00:33	6:36	00:00	00:00	Present	10:27:in(BIOMETRIC),17:03:out(BIOMETRIC),
08-Nov-2019	10:22	16:48	GS	10:00	16:30	6:26	00:00	6:26	00:00	00:00	Present	10:22:in(BIOMETRIC),16:48:out(BIOMETRIC),
09-Nov-2019	10:22	16:59	GS	10:00	16:30	00:00	6:37	6:37	00:00	00:00	WeeklyOff Present	10:22:in(BIOMETRIC),16:59:out(BIOMETRIC),

**Total Duration=39 Hrs 26 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
04-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	Absent	No Information
05-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	Absent	No Information
06-Nov-2019	10:56	15:53	GS	10:00	16:30	4:57	00:00	4:57	00:56	00:36	Present	10:56:in(BIOMETRIC),15:53:out(BIOMETRIC),
07-Nov-2019	10:27	15:12	GS	10:00	16:30	4:45	00:00	4:45	00:00	1:17	Present	10:27:in(BIOMETRIC),15:12:out(BIOMETRIC),
08-Nov-2019	10:49	15:33	GS	10:00	16:30	4:44	00:00	4:44	00:49	00:56	Present	10:49:in(BIOMETRIC),15:33:out(BIOMETRIC),
09-Nov-2019	10:33	14:16	GS	10:00	16:30	00:00	3:43	3:43	00:00	00:00	WeeklyOff ½Present	10:33:in(BIOMETRIC),14:16:out(BIOMETRIC),

**Total Duration=18 Hrs 9 Min , PresentDays=3.5 , Leaves=0 , Holiday=0 , AbsentDays=2 , 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
04-Nov-2019	10:33		GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Present	10:56:in(BIOMETRIC),15:53:out(BIOMETRIC),
05-Nov-2019	10:43	12:58	GS	10:00	16:30	2:15	00:00	2:15	00:43	3:31	½Present	10:43:in(BIOMETRIC),12:58:out(BIOMETRIC),
06-Nov-2019	10:32	13:25	GS	10:00	16:30	2:53	00:00	2:53	00:32	3:04	Present	10:32:in(BIOMETRIC),13:25:out(BIOMETRIC),
07-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Absent	cl
08-Nov-2019	10:20	13:19	GS	10:00	16:30	2:59	00:00	2:59	00:00	3:10	Present	10:20:in(BIOMETRIC),13:19:out(BIOMETRIC),
09-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	WeeklyOff ½Present	10:33:in(BIOMETRIC),13:16:out(BIOMETRIC),

**Total Duration=8 Hrs 7 Min , PresentDays=4.00 , Leaves=0 , Holiday=0 , AbsentDays=2.0 , 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
04-Nov-2019	10:17	16:32	GS	10:00	16:30	6:15	00:00	6:15	00:00	00:00	Present	10:17:in(BIOMETRIC),16:32:out(BIOMETRIC),

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Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
05-Nov-2019	10:30	16:14	GS	10:00	16:30	5:44	00:00	5:44	00:00	00:00	Present	10:30:in(BIOMETRIC),16:14:out(BIOMETRIC),
06-Nov-2019	10:35	17:04	GS	10:00	16:30	5:55	00:34	6:29	00:35	00:00	Present	10:35:in(BIOMETRIC),17:04:out(BIOMETRIC),
07-Nov-2019	10:28	16:32	GS	10:00	16:30	6:04	00:00	6:04	00:00	00:00	Present	10:28:in(BIOMETRIC),16:32:out(BIOMETRIC),
08-Nov-2019	10:30	16:40	GS	10:00	16:30	6:10	00:00	6:10	00:00	00:00	Present	10:30:in(BIOMETRIC),16:40:out(BIOMETRIC),
09-Nov-2019	10:27	15:22	GS	10:00	16:30	00:00	4:55	4:55	00:00	00:00	WeeklyOff Present	10:27:in(BIOMETRIC),15:22:out(BIOMETRIC),

**Total Duration=35 Hrs 37 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
04-Nov-2019	13:04	16:40	GS	10:00	16:30	3:36	00:00	3:36	3:04	00:00	½Present	13:04:in(BIOMETRIC),16:40:out(BIOMETRIC),
05-Nov-2019	10:18	16:31	GS	10:00	16:30	6:13	00:00	6:13	00:00	00:00	Present	10:18:in(BIOMETRIC),16:31:out(BIOMETRIC),
06-Nov-2019	10:10	16:52	GS	10:00	16:30	6:42	00:00	6:42	00:00	00:00	Present	10:10:in(BIOMETRIC),16:52:out(BIOMETRIC),
07-Nov-2019	10:13	16:34	GS	10:00	16:30	6:21	00:00	6:21	00:00	00:00	Present	10:13:in(BIOMETRIC),16:34:out(BIOMETRIC),
08-Nov-2019	10:33	16:30	GS	10:00	16:30	5:57	00:00	5:57	00:33	00:00	Present	10:33:in(BIOMETRIC),16:30:out(BIOMETRIC),
09-Nov-2019	10:22	14:32	GS	10:00	16:30	00:00	4:10	4:10	00:00	00:00	WeeklyOff Present	10:22:in(BIOMETRIC),14:32:out(BIOMETRIC),

**Total Duration=32 Hrs 59 Min , PresentDays=5.5 , Leaves=0 , Holiday=0 , AbsentDays=0.5 , Weekly Off =1**

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
04-Nov-2019	10:14	16:38	GS	10:00	16:30	6:24	00:00	6:24	00:00	00:00	Present	10:14:in(BIOMETRIC),16:38:out(BIOMETRIC),
05-Nov-2019	10:30	16:30	GS	10:00	16:30	6:00	00:00	6:00	00:00	00:00	Present	10:30:in(BIOMETRIC),16:30:out(BIOMETRIC),
06-Nov-2019	10:29	17:07	GS	10:00	16:30	6:01	00:37	6:38	00:00	00:00	Present	10:29:in(BIOMETRIC),17:07:out(BIOMETRIC),
07-Nov-2019	10:29	16:36	GS	10:00	16:30	6:07	00:00	6:07	00:00	00:00	Present	10:29:in(BIOMETRIC),16:36:out(BIOMETRIC),
08-Nov-2019	10:31	16:40	GS	10:00	16:30	6:09	00:00	6:09	00:31	00:00	Present	10:31:in(BIOMETRIC),16:40:out(BIOMETRIC),
09-Nov-2019	10:31	15:22	GS	10:00	16:30	00:00	4:51	4:51	00:00	00:00	WeeklyOff Present	10:31:in(BIOMETRIC),15:22:out(BIOMETRIC),

**Total Duration=36 Hrs 9 Min , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , 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
04-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	CL
05-Nov-2019	10:20	16:30	GS	10:00	16:30	6:10	00:00	6:10	00:00	00:00	Present	10:20:in(BIOMETRIC),16:30:out(BIOMETRIC),
06-Nov-2019	10:18	17:07	GS	10:00	16:30	6:12	00:37	6:49	00:00	00:00	Present	10:18:in(BIOMETRIC),17:07:out(BIOMETRIC),
07-Nov-2019	10:30	16:40	GS	10:00	16:30	6:10	00:00	6:10	00:00	00:00	Present	10:30:in(BIOMETRIC),16:40:out(BIOMETRIC),
08-Nov-2019	10:27	16:40	GS	10:00	16:30	6:13	00:00	6:13	00:00	00:00	Present	10:27:in(BIOMETRIC),16:40:out(BIOMETRIC),
09-Nov-2019	10:50	14:24	GS	10:00	16:30	00:00	3:34	3:34	00:00	00:00	WeeklyOff ½Present	10:50:in(BIOMETRIC),14:24:out(BIOMETRIC),

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Nov 04 2019 To Nov 09 2019

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**Total Duration=28 Hrs 56 Min , PresentDays=4.5 , 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
04-Nov-2019	13:04	16:40	GS	10:00	16:30	3:36	00:00	3:36	3:04	00:00	½Present	13:04:in(BIOMETRIC),16:40:out(BIOMETRIC),
05-Nov-2019	10:35	16:33	GS	10:00	16:30	5:58	00:00	5:58	00:35	00:00	Present	10:35:in(BIOMETRIC),16:33:out(BIOMETRIC),
06-Nov-2019	10:10	17:04	GS	10:00	16:30	6:20	00:34	6:54	00:00	00:00	Present	10:10:in(BIOMETRIC),17:04:out(BIOMETRIC),
07-Nov-2019	10:14	16:34	GS	10:00	16:30	6:20	00:00	6:20	00:00	00:00	Present	10:14:in(BIOMETRIC),16:34:out(BIOMETRIC),
08-Nov-2019	10:34	16:30	GS	10:00	16:30	5:56	00:00	5:56	00:34	00:00	Present	10:34:in(BIOMETRIC),16:30:out(BIOMETRIC),
09-Nov-2019	10:20	14:24	GS	10:00	16:30	00:00	4:04	4:04	00:00	00:00	WeeklyOff Present	10:20:in(BIOMETRIC),14:24:out(BIOMETRIC),

**Total Duration=32 Hrs 48 Min , PresentDays=5.5 , Leaves=0 , Holiday=0 , AbsentDays=0.5 , 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
04-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	punching prob.	not recorded
05-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	'do'	'do'
06-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	'do'	'do'
07-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	'do'	'do'
08-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	'do'	'do'
09-Nov-2019	10:22	14:32	GS	10:00	16:30	00:00	4:10	4:10	00:00	00:00	WeeklyOff Present	10:22:in(BIOMETRIC),14:32:out(BIOMETRIC),

**Total Duration=4 Hrs 10 Min , PresentDays=1 , Leaves=0 , Holiday=0 , AbsentDays=5 , Weekly Off =0**