

## Daily Attendance Report (Detailed Summary Report)

Nov 04 2019 To Nov 09 2019

Company: SRBTC

Printed On : Nov 11 2019 14:24

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
04-Nov-2019	09:59	16:30	GS	10:00	16:30	6:31	00:00	6:31	00:00	00:00	Present	09:59:in(BIOMETRIC),16:30:out(BIOMETRIC),
05-Nov-2019	10:22	16:31	GS	10:00	16:30	6:09	00:00	6:09	00:00	00:00	Present	10:22:in(BIOMETRIC),16:31:out(BIOMETRIC),
06-Nov-2019	10:16	16:30	GS	10:00	16:30	6:14	00:00	6:14	00:00	00:00	Present	10:16:in(BIOMETRIC),16:30:out(BIOMETRIC),
07-Nov-2019	10:07	16:34	GS	10:00	16:30	6:27	00:00	6:27	00:00	00:00	Present	10:07:in(BIOMETRIC),16:34:out(BIOMETRIC),
08-Nov-2019	10:10	16:21	GS	10:00	16:30	6:11	00:00	6:11	00:00	00:00	Present	10:10:in(BIOMETRIC),16:21:out(BIOMETRIC),
09-Nov-2019	10:12	14:24	GS	10:00	16:30	00:00	4:12	4:12	00:00	00:00	WeeklyOff Present	10:12:in(BIOMETRIC),14:24:out(BIOMETRIC),

**Total Duration=35 Hrs 44 Min , PresentDays=6 , Leaves=0 , Holiday=0 , 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
04-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	Absent	No Information
05-Nov-2019	10:32		GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Absent (No OutPunch)	10:32:in(BIOMETRIC),
06-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	On Leave	CCL
07-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	On Leave	CCL
08-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	On Leave	CCL
09-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	WeeklyOff On Leave	CCL

**Total Duration=0 Hrs 0 Min , PresentDays=0 , Leaves=4 , Holiday=0 , AbsentDays=2 , 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
04-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	SL
05-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	SL
06-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	SL
07-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	SL
08-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	SL
09-Nov-2019			NS	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=6 , Holiday=0 , AbsentDays=0 , Weekly Off =0**

## Daily Attendance Report (Detailed Summary Report)

Nov 04 2019 To Nov 09 2019

Company: SRBTC

Printed On : Nov 11 2019 14:24

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
04-Nov-2019	10:01	16:29	GS	10:00	16:30	6:28	00:00	6:28	00:00	00:00	Present	10:01:in(BIOMETRIC),16:29:out(BIOMETRIC),
05-Nov-2019	10:02	15:11	GS	10:00	16:30	5:09	00:00	5:09	00:00	1:18	Present	10:02:in(BIOMETRIC),15:11:out(BIOMETRIC),
06-Nov-2019	10:01	16:31	GS	10:00	16:30	6:30	00:00	6:30	00:00	00:00	Present	10:01:in(BIOMETRIC),16:31:out(BIOMETRIC),
07-Nov-2019	10:00	16:32	GS	10:00	16:30	6:32	00:00	6:32	00:00	00:00	Present	10:00:in(BIOMETRIC),16:32:out(BIOMETRIC),
08-Nov-2019	10:03	16:25	GS	10:00	16:30	6:22	00:00	6:22	00:00	00:00	Present	10:03:in(BIOMETRIC),16:25:out(BIOMETRIC),
09-Nov-2019	09:56	14:24	GS	10:00	16:30	00:00	4:28	4:28	00:00	00:00	WeeklyOff Present	09:56:in(BIOMETRIC),14:24:out(BIOMETRIC),

**Total Duration=35 Hrs 29 Min , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , 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
04-Nov-2019	09:59	16:08	GS	10:00	16:30	6:09	00:00	6:09	00:00	00:00	Present	09:59:in(BIOMETRIC),16:08:out(BIOMETRIC),
05-Nov-2019	09:55	16:30	GS	10:00	16:30	6:31	00:00	6:31	00:00	00:00	Present On OD	09:55:in(BIOMETRIC),13:06:out(BIOMETRIC),14:00:in(OD),16:30:out(OD)
06-Nov-2019	10:04	16:09	GS	10:00	16:30	6:05	00:00	6:05	00:00	00:00	Present	10:04:in(BIOMETRIC),16:09:out(BIOMETRIC),
07-Nov-2019	10:00	15:56	GS	10:00	16:30	5:56	00:00	5:56	00:00	00:33	Present	10:00:in(BIOMETRIC),15:56:out(BIOMETRIC),
08-Nov-2019	09:58	16:03	GS	10:00	16:30	6:04	00:00	6:04	00:00	00:00	Present	09:58:in(BIOMETRIC),16:03:out(BIOMETRIC),
09-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	WeeklyOff	

**Total Duration=30 Hrs 45 Min , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=1 , Weekly Off =0**

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
04-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	Absent	No Information
05-Nov-2019	10:03	16:06	GS	10:00	16:30	6:03	00:00	6:03	00:00	00:00	Present	10:03:in(BIOMETRIC),16:06:out(BIOMETRIC),
06-Nov-2019	10:03	16:17	GS	10:00	16:30	6:14	00:00	6:14	00:00	00:00	Present	10:03:in(BIOMETRIC),16:17:out(BIOMETRIC),
07-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Absent	No Information
08-Nov-2019	10:23	16:22	GS	10:00	16:30	5:59	00:00	5:59	00:00	00:00	Present	10:23:in(BIOMETRIC),16:22:out(BIOMETRIC),
09-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	WeeklyOff Absent	No Information

**Total Duration=18 Hrs 16 Min , PresentDays=3 , Leaves=0 , Holiday=0 , AbsentDays=3 , Weekly Off =0**

## Daily Attendance Report (Detailed Summary Report)

Nov 04 2019 To Nov 09 2019

Company: SRBTC

Printed On : Nov 11 2019 14:24

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
04-Nov-2019	08:49	16:50	GS	10:00	16:30	6:51	00:00	6:51	00:00	00:00	Present	08:49:in(BIOMETRIC),16:50:out(BIOMETRIC),
05-Nov-2019	09:24	16:31	GS	10:00	16:30	6:32	00:00	6:32	00:00	00:00	Present	09:24:in(BIOMETRIC),16:31:out(BIOMETRIC),
06-Nov-2019	09:11	17:06	GS	10:00	16:30	6:31	00:36	7:07	00:00	00:00	Present	09:11:in(BIOMETRIC),17:06:out(BIOMETRIC),
07-Nov-2019	09:13	16:07	GS	10:00	16:30	6:08	00:00	6:08	00:00	00:00	Present	09:13:in(BIOMETRIC),16:07:out(BIOMETRIC),
08-Nov-2019	09:21	16:42	GS	10:00	16:30	6:43	00:00	6:43	00:00	00:00	Present	09:21:in(BIOMETRIC),16:42:out(BIOMETRIC),
09-Nov-2019	10:25	10:44	GS	10:00	16:30	00:00	00:19	00:19	00:00	00:00	WeeklyOff Absent	10:25:in(BIOMETRIC),10:44:out(BIOMETRIC),

**Total Duration=33 Hrs 40 Min , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=1 , 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
04-Nov-2019	09:59	16:29	GS	10:00	16:30	6:30	00:00	6:30	00:00	00:00	Present	09:59:in(BIOMETRIC),16:29:out(BIOMETRIC),
05-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),
06-Nov-2019	10:08	16:29	GS	10:00	16:30	6:21	00:00	6:21	00:00	00:00	Present	10:08:in(BIOMETRIC),16:29:out(BIOMETRIC),
07-Nov-2019	10:04	16:32	GS	10:00	16:30	6:28	00:00	6:28	00:00	00:00	Present	10:04:in(BIOMETRIC),16:32:out(BIOMETRIC),
08-Nov-2019	10:01	16:29	GS	10:00	16:30	6:28	00:00	6:28	00:00	00:00	Present	10:01:in(BIOMETRIC),16:29:out(BIOMETRIC),
09-Nov-2019	10:14	10:44	GS	10:00	16:30	00:00	00:30	00:30	00:00	00:00	WeeklyOff Absent	10:14:in(BIOMETRIC),10:44:out(BIOMETRIC),

**Total Duration=32 Hrs 39 Min , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=1 , 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
04-Nov-2019	10:20	16:29	GS	10:00	16:30	6:09	00:00	6:09	00:00	00:00	Present	10:20:in(BIOMETRIC),16:29:out(BIOMETRIC),
05-Nov-2019	10:06	16:30	GS	10:00	16:30	6:24	00:00	6:24	00:00	00:00	Present	10:06:in(BIOMETRIC),16:30:out(BIOMETRIC),
06-Nov-2019	10:00	16:29	GS	10:00	16:30	6:29	00:00	6:29	00:00	00:00	Present	10:00:in(BIOMETRIC),16:29:out(BIOMETRIC),
07-Nov-2019	10:08	16:34	GS	10:00	16:30	6:26	00:00	6:26	00:00	00:00	Present	10:08:in(BIOMETRIC),16:34:out(BIOMETRIC),
08-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	On Leave	CL
09-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	WeeklyOff On Leave	CL

**Total Duration=25 Hrs 28 Min , PresentDays=4 , Leaves=2 , Holiday=0 , AbsentDays=0 , Weekly Off =0**

## Daily Attendance Report (Detailed Summary Report)

Nov 04 2019 To Nov 09 2019

Company: SRBTC

Printed On : Nov 11 2019 14:24

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
04-Nov-2019	08:48	17:10	GS	10:00	16:30	6:31	00:40	7:11	00:00	00:00	Present	08:48:in(BIOMETRIC),17:10:out(BIOMETRIC),
05-Nov-2019	08:45	17:07	GS	10:00	16:30	6:31	00:37	7:08	00:00	00:00	Present	08:45:in(BIOMETRIC),17:07:out(BIOMETRIC),
06-Nov-2019	09:03	17:41	GS	10:00	16:30	6:31	1:11	7:42	00:00	00:00	Present	09:03:in(BIOMETRIC),17:41:out(BIOMETRIC),
07-Nov-2019	08:48	17:31	GS	10:00	16:30	6:31	1:01	7:32	00:00	00:00	Present	08:48:in(BIOMETRIC),17:31:out(BIOMETRIC),
08-Nov-2019	08:54	17:54	GS	10:00	16:30	6:31	1:24	7:55	00:00	00:00	Present	08:54:in(BIOMETRIC),17:54:out(BIOMETRIC),
09-Nov-2019	08:31	17:20	GS	10:00	16:30	00:00	8:49	8:49	00:00	00:00	WeeklyOff Present	08:31:in(BIOMETRIC),17:20:out(BIOMETRIC),

**Total Duration=46 Hrs 17 Min , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0**

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
04-Nov-2019	09:51	17:10	GS	10:00	16:30	6:30	00:40	7:10	00:00	00:00	Present	09:51:in(BIOMETRIC),17:10:out(BIOMETRIC),
05-Nov-2019	09:46	17:07	GS	10:00	16:30	6:31	00:37	7:08	00:00	00:00	Present	09:46:in(BIOMETRIC),17:07:out(BIOMETRIC),
06-Nov-2019	09:25	17:41	GS	10:00	16:30	6:31	1:11	7:42	00:00	00:00	Present	09:25:in(BIOMETRIC),17:41:out(BIOMETRIC),
07-Nov-2019	09:47	17:31	GS	10:00	16:30	6:31	1:01	7:32	00:00	00:00	Present	09:47:in(BIOMETRIC),17:31:out(BIOMETRIC),
08-Nov-2019	09:41	17:05	GS	10:00	16:30	6:31	00:35	7:06	00:00	00:00	Present	09:41:in(BIOMETRIC),17:05:out(BIOMETRIC),
09-Nov-2019	09:56	17:22	GS	10:00	16:30	00:00	7:26	7:26	00:00	00:00	WeeklyOff Present	09:56:in(BIOMETRIC),17:22:out(BIOMETRIC),

**Total Duration=44 Hrs 4 Min , PresentDays=6 , Leaves=0 , Holiday=0 , 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
04-Nov-2019	10:17	16:29	GS	10:00	16:30	6:12	00:00	6:12	00:00	00:00	Present	10:17:in(BIOMETRIC),16:29:out(BIOMETRIC),
05-Nov-2019	10:17	16:06	GS	10:00	16:30	5:49	00:00	5:49	00:00	00:00	Present	10:17:in(BIOMETRIC),16:06:out(BIOMETRIC),
06-Nov-2019	10:17	16:17	GS	10:00	16:30	6:00	00:00	6:00	00:00	00:00	Present	10:17:in(BIOMETRIC),16:17:out(BIOMETRIC),
07-Nov-2019	10:16	16:32	GS	10:00	16:30	6:16	00:00	6:16	00:00	00:00	Present	10:16:in(BIOMETRIC),16:32:out(BIOMETRIC),
08-Nov-2019	10:15	16:25	GS	10:00	16:30	6:10	00:00	6:10	00:00	00:00	Present	10:15:in(BIOMETRIC),16:25:out(BIOMETRIC),
09-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	WeeklyOff Absent	No Information

**Total Duration=30 Hrs 27 Min , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=1 , Weekly Off =0**

## Daily Attendance Report (Detailed Summary Report)

Nov 04 2019 To Nov 09 2019

Company: SRBTC

Printed On : Nov 11 2019 14:24

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
04-Nov-2019	09:39	16:30	GS	10:00	16:30	6:31	00:00	6:31	00:00	00:00	Present	09:39:in(BIOMETRIC),16:30:out(BIOMETRIC),
05-Nov-2019	10:00	16:32	GS	10:00	16:30	6:32	00:00	6:32	00:00	00:00	Present	10:00:in(BIOMETRIC),16:32:out(BIOMETRIC),
06-Nov-2019	09:57	17:14	GS	10:00	16:30	6:31	00:44	7:15	00:00	00:00	Present	09:57:in(BIOMETRIC),17:14:out(BIOMETRIC),
07-Nov-2019	09:55	17:05	GS	10:00	16:30	6:31	00:35	7:06	00:00	00:00	Present	09:55:in(BIOMETRIC),17:05:out(BIOMETRIC),
08-Nov-2019	09:52	16:49	GS	10:00	16:30	6:50	00:00	6:50	00:00	00:00	Present	09:52:in(BIOMETRIC),16:49:out(BIOMETRIC),
09-Nov-2019	09:56	17:00	GS	10:00	16:30	00:00	7:04	7:04	00:00	00:00	WeeklyOff Present	09:56:in(BIOMETRIC),17:00:out(BIOMETRIC),

**Total Duration=41 Hrs 18 Min , PresentDays=6 , Leaves=0 , Holiday=0 , 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
04-Nov-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),
05-Nov-2019	10:20	16:06	GS	10:00	16:30	5:46	00:00	5:46	00:00	00:00	Present	10:20:in(BIOMETRIC),16:06:out(BIOMETRIC),
06-Nov-2019	10:18	16:10	GS	10:00	16:30	5:52	00:00	5:52	00:00	00:00	Present	10:18:in(BIOMETRIC),16:10:out(BIOMETRIC),
07-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	Absent	No Information
08-Nov-2019	10:21	16:24	GS	10:00	16:30	6:03	00:00	6:03	00:00	00:00	Present	10:21:in(BIOMETRIC),16:24:out(BIOMETRIC),
09-Nov-2019	10:19	13:39	GS	10:00	16:30	00:00	3:20	3:20	00:00	00:00	WeeklyOff ½Present	10:19:in(BIOMETRIC),13:39:out(BIOMETRIC),

**Total Duration=27 Hrs 4 Min , PresentDays=4.5 , Leaves=0 , Holiday=0 , AbsentDays=1 , 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
04-Nov-2019	09:14	16:35	GS	10:00	16:30	6:36	00:00	6:36	00:00	00:00	Present	09:14:in(BIOMETRIC),16:35:out(BIOMETRIC),
05-Nov-2019	09:08	16:35	GS	10:00	16:30	6:36	00:00	6:36	00:00	00:00	Present	09:08:in(BIOMETRIC),16:35:out(BIOMETRIC),
06-Nov-2019	09:05	16:37	GS	10:00	16:30	6:38	00:00	6:38	00:00	00:00	Present	09:05:in(BIOMETRIC),16:37:out(BIOMETRIC),
07-Nov-2019	09:07	16:38	GS	10:00	16:30	6:39	00:00	6:39	00:00	00:00	Present	09:07:in(BIOMETRIC),16:38:out(BIOMETRIC),
08-Nov-2019	08:56	16:39	GS	10:00	16:30	6:40	00:00	6:40	00:00	00:00	Present	08:56:in(BIOMETRIC),16:39:out(BIOMETRIC),
09-Nov-2019	09:14	15:42	GS	10:00	16:30	00:00	6:28	6:28	00:00	00:00	WeeklyOff Present	09:14:in(BIOMETRIC),15:42:out(BIOMETRIC),

**Total Duration=39 Hrs 37 Min , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0**