

## Daily Attendance Report (Detailed Summary Report)

25.11.2019 To 30.11.2019

Company: SRBTC

Printed On : Dec 02 2019 11:45

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
25-Nov-2019	10:39	17:11	GS	10:00	16:30	5:51	00:41	6:32	00:39	00:00	Present	10:39:in(BIOMETRIC),17:11:out(BIOMETRIC),17:11:out(BIOMETRIC),
26-Nov-2019	10:49	17:22	GS	10:00	16:30	5:41	00:52	6:33	00:49	00:00	Present	10:49:in(BIOMETRIC),17:22:out(BIOMETRIC),
27-Nov-2019	11:05	17:05	GS	10:00	16:30	5:25	00:35	6:00	1:05	00:00	Present	11:05:in(BIOMETRIC),17:05:out(BIOMETRIC),
28-Nov-2019	10:40	17:17	GS	10:00	16:30	5:50	00:47	6:37	00:40	00:00	Present	10:40:in(BIOMETRIC),17:17:out(BIOMETRIC),
29-Nov-2019	10:23	17:48	GS	10:00	16:30	6:07	1:18	7:25	00:00	00:00	Present	10:23:in(BIOMETRIC),17:48:out(BIOMETRIC),
30-Nov-2019	10:38		GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	WeeklyOff (No OutPunch)	10:38:in(BIOMETRIC),10:38:out(BIOMETRIC),

**Total Duration=33 Hrs 7 Min , PresentDays=5 , 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
25-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	SL
26-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	SL
27-Nov-2019	10:29	15:34	GS	10:00	16:30	5:05	00:00	5:05	00:00	00:55	Present	10:29:in(BIOMETRIC),15:34:out(BIOMETRIC),
28-Nov-2019	10:28	15:43	GS	10:00	16:30	5:15	00:00	5:15	00:00	00:46	Present	10:28:in(BIOMETRIC),15:43:out(BIOMETRIC),
29-Nov-2019	10:48	15:40	GS	10:00	16:30	4:52	00:00	4:52	00:48	00:49	Present	10:48:in(BIOMETRIC),15:40:out(BIOMETRIC),
30-Nov-2019	10:23	13:52	GS	10:00	16:30	00:00	3:29	3:29	00:00	00:00	WeeklyOff ½Present	10:23:in(BIOMETRIC),13:52:out(BIOMETRIC),

**Total Duration=18 Hrs 41 Min , PresentDays=3.5 , Leaves=2 , Holiday=0 , AbsentDays=0 , Weekly Off =0**

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

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Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	OT	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
25-Nov-2019	10:35	15:01	GS	10:00	16:30	4:26	00:00	4:26	00:35	1:28	Present	10:35:in(BIOMETRIC),15:01:out(BIOMETRIC),
26-Nov-2019	10:47	13:34	GS	10:00	16:30	2:47	00:00	2:47	00:47	2:55	Present	10:47:in(BIOMETRIC),14:34:out(BIOMETRIC),
27-Nov-2019	10:40	14:09	GS	10:00	16:30	3:29	00:00	3:29	00:40	2:20	½Present	10:40:in(BIOMETRIC),14:09:out(BIOMETRIC),
28-Nov-2019	10:40	13:56	GS	10:00	16:30	3:16	00:00	3:16	00:40	2:33	½Present	10:40:in(BIOMETRIC),13:56:out(BIOMETRIC),
29-Nov-2019	10:27	14:19	GS	10:00	16:30	3:52	00:00	3:52	00:00	2:10	½Present	10:27:in(BIOMETRIC),14:19:out(BIOMETRIC),
30-Nov-2019			GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	WeeklyOff	

**Total Duration=17 Hrs 50 Min , PresentDays=3.5 , Leaves=0 , Holiday=0 , AbsentDays=1.5 , 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
25-Nov-2019	10:25	16:07	GS	10:00	16:30	5:42	00:00	5:42	00:00	00:00	Present	10:25:in(BIOMETRIC),16:07:out(BIOMETRIC),
26-Nov-2019	09:59	16:51	GS	10:00	16:30	6:52	00:00	6:52	00:00	00:00	Present	09:59:in(BIOMETRIC),16:51:out(BIOMETRIC),
27-Nov-2019	10:21	16:29	GS	10:00	16:30	6:08	00:00	6:08	00:00	00:00	Present	10:21:in(BIOMETRIC),16:29:out(BIOMETRIC),
28-Nov-2019	10:21	16:30	GS	10:00	16:30	6:09	00:00	6:09	00:00	00:00	Present	10:21:in(BIOMETRIC),16:30:out(BIOMETRIC),
29-Nov-2019	10:34	16:57	GS	10:00	16:30	6:23	00:00	6:23	00:34	00:00	Present	10:34:in(BIOMETRIC),16:57:out(BIOMETRIC),
30-Nov-2019	10:25	13:52	GS	10:00	16:30	00:00	3:27	3:27	00:00	00:00	WeeklyOff ½Present	10:25:in(BIOMETRIC),13:52:out(BIOMETRIC),

**Total Duration=34 Hrs 41 Min , PresentDays=5.5 , 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
25-Nov-2019	10:23	16:58	GS	10:00	16:30	6:35	00:00	6:35	00:00	00:00	Present	10:23:in(BIOMETRIC),16:58:out(BIOMETRIC),

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26-Nov-2019	10:11	16:53	GS	10:00	16:30	6:42	00:00	6:42	00:00	00:00	Present	10:11:in(BIOMETRIC),16:53:out(BIOMETRIC),
27-Nov-2019	10:19	16:26	GS	10:00	16:30	6:07	00:00	6:07	00:00	00:00	Present	10:19:in(BIOMETRIC),16:26:out(BIOMETRIC),
28-Nov-2019	09:45	16:30	GS	10:00	16:30	6:31	00:00	6:31	00:00	00:00	Present	09:45:in(BIOMETRIC),16:30:out(BIOMETRIC),
29-Nov-2019	10:25	16:59	GS	10:00	16:30	6:34	00:00	6:34	00:00	00:00	Present	10:25:in(BIOMETRIC),16:59:out(BIOMETRIC),
30-Nov-2019	10:24	13:38	GS	10:00	16:30	00:00	3:14	3:14	00:00	00:00	WeeklyOff ½Present	10:24:in(BIOMETRIC),13:38:out(BIOMETRIC),

**Total Duration=35 Hrs 43 Min , PresentDays=5.5 , 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
25-Nov-2019	10:35	16:58	GS	10:00	16:30	6:23	00:00	6:23	00:35	00:00	Present	10:35:in(BIOMETRIC),16:58:out(BIOMETRIC),
26-Nov-2019	10:10	16:53	GS	10:00	16:30	6:43	00:00	6:43	00:00	00:00	Present	10:10:in(BIOMETRIC),16:53:out(BIOMETRIC),
27-Nov-2019	10:31	16:28	GS	10:00	16:30	5:57	00:00	5:57	00:31	00:00	Present	10:31:in(BIOMETRIC),16:28:out(BIOMETRIC),
28-Nov-2019	10:44	13:32	GS	10:00	16:30	2:48	00:00	2:48	00:44	2:57	½Present	10:44:in(BIOMETRIC),13:32:out(BIOMETRIC),
29-Nov-2019	10:00	17:00	GS	10:00	16:30	6:30	00:30	7:00	00:00	00:00	Present	OD
30-Nov-2019	10:00	17:00	GS	10:00	16:30	00:00	7:00	7:00	00:00	00:00	WeeklyOff Present	OD

**Total Duration=35 Hrs 51 Min , PresentDays=5.5 , Leaves=0 , Holiday=0 , AbsentDays=0.5 , 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
25-Nov-2019	10:12	16:58	GS	10:00	16:30	6:46	00:00	6:46	00:00	00:00	Present	10:12:in(BIOMETRIC),16:58:out(BIOMETRIC),
26-Nov-2019	10:28	16:51	GS	10:00	16:30	6:23	00:00	6:23	00:00	00:00	Present	10:28:in(BIOMETRIC),16:51:out(BIOMETRIC),
27-Nov-2019	10:11	16:26	GS	10:00	16:30	6:15	00:00	6:15	00:00	00:00	Present	10:11:in(BIOMETRIC),16:26:out(BIOMETRIC),

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28-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),
29-Nov-2019	11:06	16:58	GS	10:00	16:30	5:52	00:00	5:52	1:06	00:00	Present	11:06:in(BIOMETRIC),16:58:out(BIOMETRIC),
30-Nov-2019	10:15	13:38	GS	10:00	16:30	00:00	3:23	3:23	00:00	00:00	WeeklyOff ½Present	10:15:in(BIOMETRIC),13:38:out(BIOMETRIC),

**Total Duration=34 Hrs 48 Min , PresentDays=5.5 , 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
25-Nov-2019	10:27	16:58	GS	10:00	16:30	6:31	00:00	6:31	00:00	00:00	Present	10:27:in(BIOMETRIC),16:58:out(BIOMETRIC),
26-Nov-2019	10:11	16:51	GS	10:00	16:30	6:40	00:00	6:40	00:00	00:00	Present	10:11:in(BIOMETRIC),16:51:out(BIOMETRIC),
27-Nov-2019	10:31	16:26	GS	10:00	16:30	5:55	00:00	5:55	00:31	00:00	Present	10:31:in(BIOMETRIC),16:26:out(BIOMETRIC),
28-Nov-2019	09:45	16:30	GS	10:00	16:30	6:31	00:00	6:31	00:00	00:00	Present	09:45:in(BIOMETRIC),16:30:out(BIOMETRIC),
29-Nov-2019	10:24	17:23	GS	10:00	16:30	6:06	00:53	6:59	00:00	00:00	Present	10:24:in(BIOMETRIC),17:23:out(BIOMETRIC),
30-Nov-2019	10:37		GS	10:00	16:30	00:00	00:00	00:00	00:00	00:00	WeeklyOff (No OutPunch)	10:37:in(BIOMETRIC),

**Total Duration=32 Hrs 36 Min , PresentDays=5 , Leaves=0 , 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
25-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	Present	OD
26-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	Present	OD
27-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	Present	OD
28-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	CL
29-Nov-2019			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave	CL

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30-Nov-2019			NS	00:00	00:00	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=3, Leaves=3, Holiday=0 , AbsentDays=0 , Weekly Off =0











