



# Monthly Employee Individual Time Sheet

From Date: 01-11-2017  
To Date: 30-11-2017

Employee Code: 20300      Old Employee Code: 25593  
Employee Name: SADDAM WARIS ALI  
Designation: Steel Fixer

| Date       | Day | Location | Cat | Sub Category | Time IN | Time OUT | Attn Type | OT Type | SHIFT HRS | D/N | WHRS H:M | Break H:M | OT H:M | Bonus OT Hrs | Total OT |
|------------|-----|----------|-----|--------------|---------|----------|-----------|---------|-----------|-----|----------|-----------|--------|--------------|----------|
| 01/11/2017 | Wed |          |     |              |         |          | Absent    | N-OT    | 00:00     |     | 00:00    | 00:00     | 00:00  | 0.0          | 00:00    |
| 02/11/2017 | Thu | P-143    | CMP | Workers-07   | 05:55   | 16:57    | Present   | N-OT    | 10:56     | D   | 09:56    | 01:00     | 01:56  | 2.0          | 03:56    |
| 03/11/2017 | Fri |          |     |              |         |          | Day Off   | F-OT    | 00:00     |     | 00:00    | 00:00     | 00:00  | 0.0          | 00:00    |
| 04/11/2017 | Sat | P-143    | CMP | Workers-07   | 05:51   | 20:57    | Present   | N-OT    | 14:56     | D   | 13:56    | 01:00     | 05:56  | 0.0          | 05:56    |
| 05/11/2017 | Sun | P-143    | CMP | Workers-07   | 05:58   | 16:59    | Present   | N-OT    | 10:59     | D   | 09:59    | 01:00     | 01:59  | 2.0          | 03:59    |
| 06/11/2017 | Mon | P-143    | CMP | Workers-07   | 05:55   | 16:59    | Present   | N-OT    | 10:58     | D   | 09:58    | 01:00     | 01:58  | 2.0          | 03:58    |
| 07/11/2017 | Tue | P-143    | CMP | Workers-07   | 05:55   | 16:59    | Present   | N-OT    | 10:59     | D   | 09:59    | 01:00     | 01:59  | 2.0          | 03:59    |
| 08/11/2017 | Wed | P-143    | CMP | Workers-07   | 06:00   | 17:00    | Present   | N-OT    | 11:00     | D   | 10:00    | 01:00     | 02:00  | 2.0          | 04:00    |
| 09/11/2017 | Thu | P-143    | CMP | Workers-07   | 06:02   | 16:55    | Present   | N-OT    | 10:52     | D   | 09:52    | 01:00     | 01:52  | 0.0          | 01:52    |
| 10/11/2017 | Fri |          |     |              |         |          | Day Off   | F-OT    | 00:00     |     | 00:00    | 00:00     | 00:00  | 0.0          | 00:00    |
| 11/11/2017 | Sat | P-143    | CMP | Workers-07   | 05:55   | 23:53    | Present   | N-OT    | 17:53     | D   | 16:53    | 01:00     | 08:53  | 1.0          | 09:53    |
| 12/11/2017 | Sun | P-143    | CMP | Workers-07   | 00:20   | 10:01    | Present   | N-OT    | 09:41     | D   | 09:41    | 00:00     | 09:40  | 1.0          | 10:40    |
| 13/11/2017 | Mon | P-143    | CMP | Workers-07   | 05:56   | 17:00    | Present   | N-OT    | 10:59     | D   | 09:59    | 01:00     | 01:59  | 1.0          | 02:59    |
| 14/11/2017 | Tue | P-143    | CMP | Workers-07   | 05:54   | 18:56    | Present   | N-OT    | 12:56     | D   | 11:56    | 01:00     | 03:56  | 1.0          | 04:56    |
| 15/11/2017 | Wed | P-143    | CMP | Workers-07   | 05:58   | 23:05    | Present   | N-OT    | 17:05     | D   | 16:05    | 01:00     | 08:05  | 7.0          | 15:05    |
| 15/11/2017 | Wed | P-143    | CMP | Workers-07   | 05:58   | 23:05    | Present   | N-OT    | 17:05     | D   | 16:05    | 01:00     | 08:05  | 1.0          | 09:05    |
| 16/11/2017 | Thu | P-143    | CMP | Workers-07   | 05:59   | 09:02    | Present   | N-OT    | 03:01     | D   | 02:01    | 01:00     | 00:00  | 0.0          | 00:00    |
| 17/11/2017 | Fri |          |     |              |         |          | Day Off   | F-OT    | 00:00     |     | 00:00    | 00:00     | 00:00  | 0.0          | 00:00    |
| 18/11/2017 | Sat | P-143    | CMP | Workers-07   | 05:55   | 18:59    | Present   | N-OT    | 12:59     | D   | 11:59    | 01:00     | 03:59  | 1.0          | 04:59    |
| 19/11/2017 | Sun | P-143    | CMP | Workers-07   | 05:57   | 18:56    | Present   | N-OT    | 12:56     | D   | 11:56    | 01:00     | 03:56  | 1.0          | 04:56    |
| 20/11/2017 | Mon | P-143    | CMP | Workers-07   | 05:54   | 16:55    | Present   | N-OT    | 10:55     | D   | 09:55    | 01:00     | 01:55  | 1.0          | 02:55    |
| 21/11/2017 | Tue |          |     |              |         |          | Absent    | N-OT    | 00:00     |     | 00:00    | 00:00     | 00:00  | 0.0          | 00:00    |
| 22/11/2017 | Wed | P-143    | CMP | Workers-07   | 05:58   | 16:58    | Present   | N-OT    | 10:57     | D   | 09:57    | 01:00     | 01:57  | 1.0          | 02:57    |
| 23/11/2017 | Thu | P-143    | CMP | Workers-07   | 05:56   | 16:56    | Present   | N-OT    | 10:55     | D   | 09:55    | 01:00     | 01:55  | 1.0          | 02:55    |
| 24/11/2017 | Fri | P-143    | CMP | Workers-07   | 05:52   | 10:55    | Day Off   | F-OT    | 05:03     | D   | 05:03    | 00:00     | 00:00  | 0.0          | 05:03    |
| 25/11/2017 | Sat | P-143    | CMP | Workers-07   | 05:51   | 18:56    | Present   | N-OT    | 12:55     | D   | 11:55    | 01:00     | 03:55  | 1.0          | 04:55    |
| 26/11/2017 | Sun | P-143    | CMP | Workers-07   | 05:58   | 18:56    | Present   | N-OT    | 12:56     | D   | 11:56    | 01:00     | 03:56  | 1.0          | 04:56    |
| 27/11/2017 | Mon | P-143    | CMP | Workers-07   | 06:08   | 18:55    | Present   | N-OT    | 12:46     | D   | 11:46    | 01:00     | 03:46  | 0.0          | 03:46    |
| 28/11/2017 | Tue | P-143    | CMP | Workers-07   | 05:55   | 18:55    | Present   | N-OT    | 12:54     | D   | 11:54    | 01:00     | 03:54  | 0.0          | 03:54    |
| 29/11/2017 | Wed | P-143    | CMP | Workers-07   | 05:54   | 16:57    | Present   | N-OT    | 10:57     | D   | 09:57    | 01:00     | 01:57  | 1.0          | 02:57    |
| 30/11/2017 | Thu | P-143    | CMP | Workers-07   | 06:01   | 15:56    | Holiday   | H-OT    | 09:55     | D   | 08:55    | 01:00     | 08:55  | 0.0          | 08:55    |

| Status  | Total | Company |
|---------|-------|---------|
| Absent  | 2     | 2       |
| Day Off | 4     | 4       |
| Holiday | 1     | 1       |
| Present | 24    | 24      |

|              |    |
|--------------|----|
| Paid Days    | 29 |
| Un Paid Days | 2  |

| Friday OT | Holiday OT | Normal OT | Bonus OT | Total Hrs |
|-----------|------------|-----------|----------|-----------|
| 5         | 9          | 89.5      | 30.0     | 133.5     |

ACCEPTED BY / EMPLOYEE SIGN.

APPROVED BY