**Weekly Report**

**Week 06 (18/02/2024– 26/02/2024)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activity** | **Duration** |  | **Progress** | **Assign to** |
| **Start Date** | **End Date** |
| Administrative units design |  |  |  |  |
| solution for loss to company due to  damage bottles | 18/02/2024 | 20/02/2024 | Done | Dilshan |
| fingerprint attendance unit | 22/02/2024 | 24/02/2024 | In  Progress | Sahan |
| Employee leave & medical report  maintain unit | 24/02/2024 | 26/02/2024 | Done | Geethma |