

Employee Attendance Sheet			HQ				
Employee Name:			Mobile	Month:			
P=Present at HQ, T-On Tour, L-On Leave, H-Official Holiday			Last Date: 2 <sup>nd</sup> of Every month	Share on 70550 0622			
Date	Area Covered	PT/L/H	Remarks	Date	Area Covered	PT/L/H	Remarks
1				17			
2				18			
3				19			
4				20			
5				21			
6				22			
7				23			
8				24			
9				25			
10				26			
11				27			
12				28			
13				29			
14				30			
15				31			
16							