


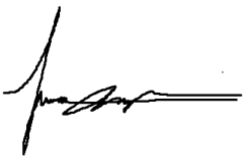

TIME SHEET

CONTRACT EMPLOYEE'S DETAILS				CLIENT'S DETAILS			
Full Name as per NRIC	AHMAD FAUZAN BIN ABU AINI			Company Name	Al Rajhi Bank		
NRIC No.	021008-14-0191			Reporting Manager	Wan Nuraina Binti Rosely		
Mobile No.	013-375 6261			Department	Retail Credit Risk		

Please indicate the type of leave taken (upon leave approval) and public holidays on the timesheet

* AL - Annual Leave * NPL - No Pay Leave * MC - Medical Leave * RL - Replacement Leave * HL - Hospitalization Leave
* ML - Maternity Leave * PL - Paternity Leave * MarL - Marriage Leave * PH - Public Holiday * CL - Compassionate Leave

MONTH:															
Tick Option Applicable <input type="checkbox"/> Contract <input type="checkbox"/> Monthly Temp															
Date dd/mm	Day	Day Type (Normal / Off / Rest)	Work Time		Overtime Hours		Breaks	Total Hours	Overtime Claim Hours	Overtime Claim Initial Approval	For Internal Use				
			Started	Ended	Started	Ended					Normal Hours	Overtime Claim Rate 1.5 2.0 3.0			
26-Oct-25	Sunday	Off Day	-	-											
27-Oct-25	Monday	Normal Day	8.30 A.M	6.10 P.M											
28-Oct-25	Tuesday	Normal Day	8.40 A.M	6.30 P.M											
29-Oct-25	Wednesday	Normal Day	8.50 A.M	6.50 P.M											
30-Oct-25	Thursday	Normal Day	8.50 A.M	6.40 P.M											
31-Oct-25	Friday	Normal Day	8.50 A.M	6.30 P.M											
1-Nov-25	Saturday	Off Day	-	-											
2-Nov-25	Sunday	Off Day	-	-											
3-Nov-25	Monday	Normal Day	8.55 A.M	6.10 P.M											
4-Nov-25	Tuesday	Normal Day	8.55 A.M	6.14 P.M											
5-Nov-25	Wednesday	Normal Day	8.55 A.M	6.00 P.M											
6-Nov-25	Thursday	Normal Day	8.55 A.M	6.30 P.M											
7-Nov-25	Friday	Normal Day	8.57 A.M	6.00 P.M											
8-Nov-25	Saturday	Off Day	-	-											
9-Nov-25	Sunday	Off Day	-	-											
10-Nov-25	Monday	Normal Day	8.50 A.M	7.40 P.M	5.45 P.M	7.40 P.M									
11-Nov-25	Tuesday	Normal Day	8.50 A.M	7.30 P.M	5.45 P.M	7.30 P.M									
12-Nov-25	Wednesday	Normal Day	8.50 A.M	6.40 P.M											
13-Nov-25	Thursday	Normal Day	8.50 A.M	7.10 P.M											
14-Nov-25	Friday	Normal Day	8.55 A.M	6.50 P.M											
15-Nov-25	Saturday	Off Day	-	-											
16-Nov-25	Sunday	Off Day	-	-											
17-Nov-25	Monday	Normal Day	8.55 A.M	6.45 P.M											
18-Nov-25	Tuesday	Normal Day	8.58 A.M	6.55 P.M											
19-Nov-25	Wednesday	Normal Day	9.00 A.M	6.20 P.M											
20-Nov-25	Thursday	Normal Day	9.00 A.M	7.00 P.M											
21-Nov-25	Friday	Normal Day	9.00 A.M	5.40 P.M											
22-Nov-25	Saturday	Off Day	-	-											
23-Nov-25	Sunday	Off Day	-	-											
24-Nov-25	Monday	Normal Day	9.10 A.M	6.00 P.M											
25-Nov-25	Tuesday	Normal Day	8.55 A.M	6.10 P.M											
Grand Total of Hours Worked (Excluding Breaks)												0.00	0.00	0.00	0.00

CONTRACT EMPLOYEE'S ACKNOWLEDGEMENT	CLIENT'S APPROVAL	
 _____ Contract Employee's Signature	This certifies that the above information is verified and would form the basis of the invoice where applicable.  _____ Reporting Manager's Signature	
	_____ Company Stamp Date : 25-Nov-25	

[CONFIDENTIAL] Version 1.0 – April 2025

T +603 2203 0808

A Unit 19.1, Level 19, Menara AIA Sentral
No. 30 Jalan Sultan Ismail, 50250 Kuala Lumpur

persolkelly.com.my