



Beeline Time Sheet submission Guidelines and Instructions

From BNYM Operations (Off) (Cognizant) <BNYMOperationsOffCognizant@cognizant.com>

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 1 attachment (199 KB)

Beeline Timesheet GL.jpg;

Dear Associates,

Please refer attached "Beeline Time Sheet submission Guidelines and Instructions" to submit your Beeline Timesheets accurately. Thanks

Onsite Sample TS:

Pay Code (required)

Regular Time

+ Add

* Holiday

Sun	Mon	Tue	Wed	Thu	Fri	Sat	TOTAL
08/27	08/28	08/29	08/30	08/31	09/01	09/02	28
<input type="text"/>	8	4 ↓ Half a day Leave	8	0 ↓ Leave/Holiday	8	<input type="text"/>	

	TOTAL UNITS	0	8	4	8	0	8	0	28
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Offshore sample TS:

Pay Code (required)

Sun	Mon	Tue	Wed	Thu	Fri	Sat	TOTAL
08/27	08/28	08/29	08/30	08/31	09/01	09/02	29.75
	8.5	4.25	8.5	0	8.5		
		Half a day Leave		Leave/Holiday			
TOTAL UNITS							29.75

8/14/25, 8:57 PM

Mail - Uddin, Md. Kamran (Cognizant) - Outlook

Regards,
BNY Mellon Operations