



PT Pelayaran Ekanuri Indra Pratama

TIME SHEET : CONOCOPHILLIPS

Edition :

Revision : 1

Date :

Name : Ade Apriansyah
ID No. :
STATUS : Helper Boat
GRADE : MONTHLY NON STAFF

Location :
Cost Center :

Gelam-Mangsang
IDZ 203B

Month/Year : Januari - Februari 2021
Work Schedule : 21/21

DATE	REMARKS	JAM KERJA																							TOTAL OVERTIME HOURS	TOTAL OVERTIME PAID HOURS				TOTAL MULTIPLY HOURS	REASON FOR OVERTIME/ ALASAN LEMBUR	ASSIGNMENT LOCATION	ENTITLEMENT			
		00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22		23	1.5	2	3				4	B	L	D
21-Jan	W							X	X	X	X	X	X	X	X	X	X	X	X						3.0	1.0	2.0	-	-	5.5	Rutine Job	Gelam				
22-Jan	W							X	X	X	X	X	X	X	X	X	X	X	X						3.0	1.0	2.0	-	-	5.5	Rutine Job	Gelam				
23-Jan	W							X	X	X	X	X	X	X	X	X	X	X	X						3.0	1.0	2.0	-	-	5.5	Rutine Job	Gelam				
24-Jan	W							X	X	X	X	X	X	X	X	X	X	X	X						3.0	1.0	2.0	-	-	5.5	Rutine Job	Gelam				
25-Jan	W							X	X	X	X	X	X	X	X	X	X	X	X						3.0	1.0	2.0	-	-	5.5	Rutine Job	Gelam				
26-Jan	W							X	X	X	X	X	X	X	X	X	X	X	X						3.0	1.0	2.0	-	-	5.5	Rutine Job	Gelam				
27-Jan	C																							-	-	-	-	-	-							
28-Jan	C																							-	-	-	-	-	-							
29-Jan	C																							-	-	-	-	-	-							
30-Jan	C																							-	-	-	-	-	-							
31-Jan	C																							-	-	-	-	-	-							
1-Feb	C																							-	-	-	-	-	-							
2-Feb	C																							-	-	-	-	-	-							
3-Feb	C																							-	-	-	-	-	-							
4-Feb	C																							-	-	-	-	-	-							
5-Feb	C																							-	-	-	-	-	-							
6-Feb	C																							-	-	-	-	-	-							
7-Feb	C																							-	-	-	-	-	-							
8-Feb	C																							-	-	-	-	-	-							
9-Feb	C																							-	-	-	-	-	-							
10-Feb	C																							-	-	-	-	-	-							
11-Feb	C																							-	-	-	-	-	-							
12-Feb	C																							-	-	-	-	-	-							
13-Feb	C																							-	-	-	-	-	-							
14-Feb	C																							-	-	-	-	-	-							
15-Feb	C																							-	-	-	-	-	-							
16-Feb	WOC							X	X	X	X	X	X	X	X	X	X	X	X					10.0	-	7.0	1.0	2.0	25.0	Over Laping Crew	Gelam					
17-Feb	W							X	X	X	X	X	X	X	X	X	X	X	X					3.0	1.0	2.0	-	-	5.5	Rutine Job	Gelam					
18-Feb	W							X	X	X	X	X	X	X	X	X	X	X	X					3.0	1.0	2.0	-	-	5.5	Rutine Job	Gelam					
19-Feb	W							X	X	X	X	X	X	X	X	X	X	X	X					3.0	1.0	2.0	-	-	5.5	Rutine Job	Gelam					
20-Feb	W							X	X	X	X	X	X	X	X	X	X	X	X					3.0	1.0	2.0	-	-	5.5	Rutine Job	Gelam					
																								40.0	15.0	54.0	3.0	8.0	80.0					-	-	-

Total calculated OT

Note :

W = Work
C = CTO
AP = Absent with Permission
AL = Annual Leave
(*) Sign by User

TOC = Training On CTO
WOC = Work On CTO
WOC1 = Work On Saturday*
*temporary employee only

B = Breakfast
L = Lunch
D = Dinner
T1 = Transport

Beri tanda X pada kolom ketika Saudara bekerja di jam tersebut
Jam istirahat COPI, beri tanda X jika saudara bekerja pada jam istirahat

Employee Signature

Ade Apriansyah
HELPER DRIVER

80.0
REVIEWER

Arnold Sibuea / Iwan Hernanto
Supervisor

APPROVAL FOR PAYMENT

PT Ekanuri Indra Pratama

Nugraha, Febi

From: Ayu Wulan Devi <ayu.wulandevi@ekanuri.com>
Sent: Thursday, October 3, 2019 11:24 AM
To: Nugraha, Febi
Cc: Yosef Ekajaya; Sigit Parluk; Dadang Jalu; Hernanto, Iwan; Fernando; Kuswoyo, Engkus; Eka Cempaka Putri
Subject: [EXTERNAL]WOC untuk Driver dan Helper Speed Boat ENC Kalijapat 1 dan ENC Kalijapat 2

Yth Bpk. Febi Nugraha,

Berdasarkan keputusan dari ConocoPhillips Indonesia Jakarta, bahwa mulai bulan Oktober 2019 WOC untuk personel baik kalijapat 1 maupun kalijapat2 telah dihilangkan, namun berdasarkan hasil meeting di internal management PT. Pelayaran Ekanuri Indra Pratama bahwa WOC tetap ada dan berlaku untuk Driver dan Helper, yg semula 50 jam 2 (dua) hari /bulan , berubah menjadi 25 jam 1(satu) hari /bulan, kebijakan ini adalah untuk menunjang operasional kebutuhan dilapangan agar pada saat crew change tidak terjadi kekosongan .

Demikian kami sampaikan, atas perhatian dan kerjasamanya kami ucapkan terimakasih.

Best Regards,
PT. PELAYARAN EKANURI INDRA PRATAMA

Ayu W. Hahijary
General Support
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