

Youth Employment Service (YES)
Monthly Attendance Register

Candidate Name & Surname:	
I.D Number	
No. of Completed Modules	
Host Organization:	
Sponsor:	

Date	Time In	Time Out	Sign	Supervisor Signature
30-Dec				
31-Dec				
01-Jan				
02-Jan				
03-Jan				
04-Jan	W	W	W	
05-Jan	W	W	W	
06-Jan				
07-Jan				
08-Jan				
09-Jan				
10-Jan				
11-Jan	W	W	W	
12-Jan	W	W	W	
13-Jan				
14-Jan				
15-Jan				
16-Jan				
17-Jan				
18-Jan	W	W	W	
19-Jan	W	W	W	
20-Jan				
21-Jan				
22-Jan				
23-Jan				
24-Jan				
25-Jan	W	W	W	
26-Jan	W	W	W	
27-Jan				
28-Jan				
29-Jan				
30-Jan				
31-Jan				

Leave Key Indicators:

S = Sick

F = Family Responsibility

A = Annual Leave

P = Public Holiday

M = Maternity Leave

O = Day Off

W = Weekend

1 = Unpaid Leave

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No. of Completed Modules	
Host Organization:	
Sponsor:	

Date	Time In	Time Out	Sign	Supervisor Signature
01-Feb	W	W	W	
02-Feb	W	W	W	
03-Feb				
04-Feb				
05-Feb				
06-Feb				
07-Feb				
08-Feb	W	W	W	
09-Feb	W	W	W	
10-Feb				
11-Feb				
12-Feb				
13-Feb				
14-Feb				
15-Feb	W	W	W	
16-Feb	W	W	W	
17-Feb				
18-Feb				
19-Feb				
20-Feb				
21-Feb				
22-Feb	W	W	W	
23-Feb	W	W	W	
24-Feb				
25-Feb				
26-Feb				
27-Feb				
28-Feb				

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No. of Completed Modules	
Host Organization:	
Sponsor:	

Date	Time In	Time Out	Sign	Supervisor Signature
01-Mar	W	W	W	
02-Mar	W	W	W	
03-Mar				
04-Mar				
05-Mar				
06-Mar				
07-Mar				
08-Mar	W	W	W	
09-Mar	W	W	W	
10-Mar				
11-Mar				
12-Mar				
13-Mar				
14-Mar				
15-Mar	W	W	W	
16-Mar	W	W	W	
17-Mar				
18-Mar				
19-Mar				
20-Mar				
21-Mar				
22-Mar	W	W	W	
23-Mar	W	W	W	
24-Mar				
25-Mar				
26-Mar				
27-Mar				
28-Mar				
29-Mar	W	W	W	
30-Mar	W	W	W	

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