## PT. Global Risk Management (GRM)

Graha GRM Royal Spring Business Park 11, Jl. Ragunan Raya No. 29A, Jakarta Selatan, 12540

## Report Izin Pegawai

| No. | NIK      | Nama                  | Kategori  | Tanggal Pelaksanaan       | Keperluan        | Jam<br>Pelaksanaan | Jumlah<br>Jam |
|-----|----------|-----------------------|---|---------------------------|------------------|--------------------|---------------|
| 1   | GR211202 | Hanum Latifah Ma'arif | Sakit Dengan Surat<br>Dokter                                      | 04/05/2023 s.d 05/05/2023 | jhkj             | -                  | -             |
| 2   | GR211209 | Regal                 | Izin (Tidak Masuk<br>Kerja/Haid/Tanpa Surat<br>Keterangan Dokter) | 11/05/2023 s.d 12/05/2023 | hjj              | -                  | -             |
| 3   | GR211207 | Anggun C Sasmi        | Tugas Luar Kantor   | 15/05/2023 s.d 16/05/2023 | dummy            | -                  | -             |
| 4   | GR211203 | Andika Ramadhan       | Tugas Luar Kantor   | 10/05/2023 s.d 12/05/2023 | Tugas ke<br>Bali | -                  | -             |
| 5   | GR211201 | Akhiratunnisa Hasanah | Izin (Tidak Masuk<br>Kerja/Haid/Tanpa Surat<br>Keterangan Dokter) | 08/05/2023 s.d 22/05/2023 | adadakjlk        | -                  | -             |
| 6   | GR211202 | Hanum Latifah Ma'arif | Izin (Tidak Masuk<br>Kerja/Haid/Tanpa Surat<br>Keterangan Dokter) | 15/05/2023 s.d 19/05/2023 | adadada          | -                  | -             |
| 7   | GR211205 | Andini                | Dinas Luar Kota   | 22/05/2023 s.d 06/06/2023 | ke               | -                  | -             |
| 8   | GR211209 | Regal                 | Tugas Luar Kantor   | 17/05/2023 s.d 19/05/2023 | kjiuyfyui        | -                  | -             |

| 9  | GR211202 | Hanum Latifah Ma'arif | Tugas Luar Kantor            | 10/05/2023 s.d 12/05/2023 | dummy    | -               | -        |
|----|----------|-----------------------|------------------------------|---------------------------|----------|-----------------|----------|
| 10 | GR211202 | Hanum Latifah Ma'arif | Dinas Luar Kota              | 16/05/2023 s.d 25/05/2023 | dummy    | -               | -        |
| 11 | GR211205 | Andini                | Tugas Luar Kantor            | 17/05/2023 s.d 19/05/2023 | dummy    | -               | -        |
| 12 | GR211205 | Andini                | Keperluan Lainnya            | 16/05/2023                | dummyyyy | 15:00 s.d 17:00 | 02:00:00 |
| 13 | GR211205 | Andini                | Sakit Dengan Surat<br>Dokter | 17/05/2023 s.d 18/05/2023 | khkj     | -               | -        |

Jakarta Selatan, 15 May 2023

(HR Development)