Salsoft Technologies

Monthly Employee Time Sheet PDF Nov 22, 2021 to Dec 21, 2021

| Employee Name : | Emp ID: | Designation: |
|---------------------------------|----------------|---------------------------|
| Arsalan Tanveer | 4438 (256465) | Web Application Developer |
| Department : | Grade Band : | Location: |
| Design Unit - Web & Mobile Apps | LP-T3 | Head Office |

| Date In | Time In | Time Out | Standard Work Hours | Actual Work Hours | Late Arrival | Early Departure | Excess Hours | Short Hours | Remarks |
|--------------|---------|----------|---------------------|-------------------|--------------|-----------------|--------------|-------------|---------------------|
| Nov 22, 2021 | 10:44 | 19:42 | 09:00 | 08:58 | | | 02:42 | | On Time-Overtime |
| Nov 23, 2021 | 10:44 | 20:10 | 09:00 | 09:26 | | | 03:10 | | On Time-Overtime |
| Nov 24, 2021 | 11:59 | 20:56 | 09:00 | 08:57 | | | 03:56 | | Late-Overtime |
| Nov 25, 2021 | 10:54 | 16:03 | 09:00 | 05:09 | | | | | On Time-Early Going |
| Nov 26, 2021 | 10:41 | 20:12 | 09:00 | 09:31 | | | 03:12 | | On Time-Overtime |
| Nov 27, 2021 | | | | | | | | | Off Saturday |
| Nov 28, 2021 | | | | | | | | | Sunday |
| Nov 29, 2021 | 11:03 | 19:45 | 09:00 | 08:42 | | | 02:45 | | Late-Overtime |
| Nov 30, 2021 | 11:01 | 19:56 | 09:00 | 08:55 | | | 02:56 | | Late-Overtime |
| Dec 01, 2021 | 11:04 | 20:21 | 09:00 | 09:17 | | | 03:21 | | Late-Overtime |
| Dec 02, 2021 | 11:05 | 16:09 | 09:00 | 05:04 | | | | | Early Going-Late |
| Dec 03, 2021 | 10:58 | 19:47 | 09:00 | 08:49 | | | 02:47 | | On Time-Overtime |
| Dec 04, 2021 | | | | | | | | | Off Saturday |
| Dec 05, 2021 | | | | | | | | | Sunday |
| Dec 06, 2021 | 11:15 | 19:55 | 09:00 | 08:40 | | | 02:55 | | Late-Overtime |
| Dec 07, 2021 | 10:49 | 19:41 | 09:00 | 08:52 | | | 02:41 | | On Time-Overtime |
| Dec 08, 2021 | 10:52 | 19:57 | 09:00 | 09:05 | | | 02:57 | | On Time-Overtime |
| Dec 09, 2021 | 11:02 | 20:18 | 09:00 | 09:16 | | | 03:18 | | Late-Overtime |
| Dec 10, 2021 | 10:50 | 19:55 | 09:00 | 09:05 | | | 02:55 | | On Time-Overtime |
| Dec 11, 2021 | | | | | | | | | Off Saturday |
| Dec 12, 2021 | | | | | | | | | Sunday |
| Dec 13, 2021 | 11:15 | 20:10 | 09:00 | 08:55 | | | 03:10 | | Late-Overtime |

| Date In | Time In | Time Out | Standard Work Hours | Actual Work Hours | Late Arrival | Early Departure | Excess Hours | Short Hours | Remarks |
|---|---------|--------------------|--|-------------------|--------------|--|------------------|---|---------------------|
| Dec 14, 2021 | 11:02 | 20:02 | 09:00 | 09:00 | | · | 03:02 | · | Late-Overtime |
| Dec 15, 2021 | 11:32 | 20:13 | 09:00 | 08:41 | | | 03:13 | | Late-Overtime |
| Dec 16, 2021 | 10:58 | 21:10 | 09:00 | 10:12 | | | 04:10 | | On Time-Overtime |
| Dec 17, 2021 | 11:02 | 20:13 | 09:00 | 09:11 | | | 03:13 | | Late-Overtime |
| Dec 18, 2021 | | | | | | | | | Off Saturday |
| Dec 19, 2021 | | | | | | | | | Sunday |
| Dec 20, 2021 | 11:08 | 19:22 | 09:00 | 08:14 | | | 02:22 | | Late-Overtime |
| Dec 21, 2021 | 10:53 | 14:35 | 09:00 | 03:42 | | | | | On Time-Early Going |
| | | | 198:0 | 185:41 | 0:0 | 0:0 | 58:45 | 0:0 | |
| On Time Early Departure Late Arrival Total | | 10 0 0 30 | Present Day(s) Off Day Absent Day(s) | 22 8 0 | | Casual Leaves Sick Leaves Annual Leaves Leave Without Pay | 0 0 0 0 | Hajj / Pilgrimage Le Compensatory Lea Other Leave Maternity Leaves | |

Reporting Time: 2021-12-21,17:28:59