

# B2B Excellence Ltd.

## Daily Attendance Summary

Date: 21/11/2021

Section	Sub Section	Req	Present	Out Duty	Absent	Late	Leave	Holiday	Total	Present(%)	Absent(%)	Leave(%)	Remarks
01. Cutting	Cutting		112	0	5	1	3	0	120	93.33	4.17	2.5	
	Section Total:		112	0	5	1	3	0	120	93.33	4.17	2.50	
02. Sewing	Sewing Line-1		21	0	0	0	0	0	21	100	0	0	
	Sewing Line-10		29	0	1	0	0	0	30	96.67	3.33	0	
	Sewing Line-11		40	0	3	0	0	0	43	93.02	6.98	0	
	Sewing Line-12		36	0	3	0	1	0	40	90	7.5	2.5	
	Sewing Line-13		22	0	1	0	0	0	23	95.65	4.35	0	
	Sewing Line-14		45	0	1	0	1	0	47	95.74	2.13	2.13	
	Sewing Line-2		51	0	5	0	2	0	58	87.93	8.62	3.45	
	Sewing Line-3		48	0	9	0	1	0	58	82.76	15.52	1.72	
	Sewing Line-4		60	0	4	0	3	0	67	89.55	5.97	4.48	
	Sewing Line-5		49	0	2	0	1	0	52	94.23	3.85	1.92	
	Sewing Line-6		53	0	1	0	1	0	55	96.36	1.82	1.82	
	Sewing Line-7		48	0	1	0	4	0	53	90.57	1.89	7.55	
	Sewing Line-8		26	0	3	0	1	0	30	86.67	10	3.33	
	Sewing Line-9		35	0	0	0	0	0	35	100	0	0	
	Section Total:		563	0	34	0	15	0	612	91.99	5.56	2.45	
03. Garments Finishing	Finishing		186	0	11	0	7	0	204	91.18	5.39	3.43	
	Section Total:		186	0	11	0	7	0	204	91.18	5.39	3.43	
Accessories Store	Accessories Store		10	0	2	1	0	0	12	83.33	16.67	0	
	Section Total:		10	0	2	1	0	0	12	83.33	16.67	.00	
Accounts	Accounts		1	0	0	0	0	0	1	100	0	0	
	Section Total:		1	0	0	0	0	0	1	100.00	.00	.00	
Administration	Administration		10	0	0	0	0	0	10	100	0	0	
	Section Total:		10	0	0	0	0	0	10	100.00	.00	.00	
Cad	Cad		1	0	0	0	0	0	1	100	0	0	
	Section Total:		1	0	0	0	0	0	1	100.00	.00	.00	
Compliance & Welfare	Compliance & Welfare		5	0	1	1	0	1	6	83.33	16.67	0	
	Section Total:		5	0	1	1	0	1	6	83.33	16.67	.00	
Computer Engineering	Computer Engineering		1	0	0	1	0	0	1	100	0	0	
	Section Total:		1	0	0	1	0	0	1	100.00	.00	.00	
Electro - Mechanical	Electro - Mechanical		8	0	0	1	0	0	8	100	0	0	
	Section Total:		8	0	0	1	0	0	8	100.00	.00	.00	
Environment	Environment		0	0	1	0	0	0	1	0	100	0	
	Section Total:		0	0	1	0	0	0	1	.00	100.00	.00	

Prepared By.....

Checked By.....

Approved By.....

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Section	Sub Section	Req	Present	Out Duty	Absent	Late	Leave	Holiday	Total	Present(%)	Absent(%)	Leave(%)	Remarks
Hod	Garments Manufacturing-Hod		3	0	0	1	0	0	3	100	0	0	
	Operations		1	0	0	1	0	0	1	100	0	0	
	Quality: Hod		1	0	0	0	0	0	1	100	0	0	
	Section Total:		5	0	0	2	0	0	5	100.00	.00	.00	
House Keeping	House Keeping		17	0	2	0	1	0	20	85	10	5	
	Section Total:		17	0	2	0	1	0	20	85.00	10.00	5.00	
Hrm	Hrm		4	0	0	1	0	0	4	100	0	0	
	Section Total:		4	0	0	1	0	0	4	100.00	.00	.00	
Industrial Engineering	Industrial Engineering		3	0	0	1	0	0	3	100	0	0	
	Section Total:		3	0	0	1	0	0	3	100.00	.00	.00	
Loading - Unloading	Loading - Unloading		17	0	1	0	0	0	18	94.44	5.56	0	
	Section Total:		17	0	1	0	0	0	18	94.44	5.56	.00	
Mis	Mis-Line-1		1	0	0	0	1	0	2	50	0	50	
	Section Total:		1	0	0	0	1	0	2	50.00	.00	50.00	
Online Maintenance	Online Maintenance		6	0	0	0	1	0	7	85.71	0	14.29	
	Section Total:		6	0	0	0	1	0	7	85.71	.00	14.29	
Planning & Co-Ordination	Planning & Co-Ordination		1	0	0	1	0	0	1	100	0	0	
	Section Total:		1	0	0	1	0	0	1	100.00	.00	.00	
Purchase	Purchase		1	0	0	0	0	0	1	100	0	0	
	Section Total:		1	0	0	0	0	0	1	100.00	.00	.00	
Quality - Buyer	Quality - Buyer		2	0	0	0	1	0	3	66.67	0	33.33	
	Section Total:		2	0	0	0	1	0	3	66.67	.00	33.33	
Quality - Cutting	Quality - Cutting		24	0	0	0	0	0	24	100	0	0	
	Section Total:		24	0	0	0	0	0	24	100.00	.00	.00	
Quality - Finishing	Quality - Finishing		60	0	0	0	4	0	64	93.75	0	6.25	
	Section Total:		60	0	0	0	4	0	64	93.75	.00	6.25	
Quality - Sewing	Quality - Sewing		77	0	5	2	1	0	83	92.77	6.02	1.2	
	Section Total:		77	0	5	2	1	0	83	92.77	6.02	1.20	
Sample - Garments Making	Sample - Garments Making		12	0	2	0	0	0	14	85.71	14.29	0	
	Section Total:		12	0	2	0	0	0	14	85.71	14.29	.00	
Security	Security		11	0	10	0	0	2	21	52.38	47.62	0	
	Section Total:		11	0	10	0	0	2	21	52.38	47.62	.00	
Total:			1138	0	74	12	34	3	1246	91.33	5.94	2.73	

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