



Job Card for the Month of March, 2022

Name	Maleka Khatun	Total Days	31 Days
Bank A/C	213.103.1308522	Present	19 Days
Employee ID	3000052	Late	0 Day
Designation	Helper	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	52	Weekend	4 Days
Date of Joining	Oct. 1, 2018	Holiday	2 Days
		Leave	AL: 0 CL: 6 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:17 p.m.	0:0	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:18 p.m.	0:0	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:18 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:19 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:23 p.m.	0:1	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	H-Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:22 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:19 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:21 p.m.	0:1	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:21 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-

Hints: AL = Annual Leave, CL = Casual Leave, SL = Sick Leave, ML = Maternity Leave, PL = Paternity Leave, COML = Compensatory Leave, LWP = Leave Without Pay

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Job Card for the Month of March, 2022

Name	Parven Akter	Total Days	31 Days
Bank A/C	213.103.1360196	Present	23 Days
Employee ID	3000053	Late	0 Day
Designation	Cleaner	Absent	0 Day
Section	Admin	Working Days	25 Days
Department	HR & Admin	Total OT	9 Hours
Punch Card	53	Weekend	4 Days
Date of Joining	Nov. 1, 2018	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	SSA	7 a.m.	4 p.m.	-	-	00:00	-	Leave	-
02-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:58 a.m.	4 p.m.	00:00	-	Present	-
03-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:57 a.m.	4 p.m.	00:00	-	Present	-
04-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	9 a.m.	5 p.m.	0:45	7	W-Present	-
05-03-2022	Sat	SSA	7 a.m.	4 p.m.	7:04 a.m.	4:01 p.m.	0:4	-	Present	-
06-03-2022	Sun	SSA	7 a.m.	4 p.m.	7:10 a.m.	4:02 p.m.	0:10	-	Present	-
07-03-2022	Mon	SSA	7 a.m.	4 p.m.	7:03 a.m.	4:01 p.m.	0:3	-	Present	-
08-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:02 a.m.	3:03 p.m.	00:00	-	Present	-
09-03-2022	Wed	SSA	7 a.m.	4 p.m.	7:03 a.m.	4:15 p.m.	0:3	-	Present	-
10-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:57 a.m.	4 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	SSA	7 a.m.	4 p.m.	6:52 a.m.	4 p.m.	00:00	-	Present	-
13-03-2022	Sun	SSA	7 a.m.	4 p.m.	-	-	00:00	-	Leave	-
14-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:55 a.m.	4:03 p.m.	00:00	-	Present	-
15-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:58 a.m.	4 p.m.	00:00	-	Present	-
16-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:55 a.m.	4:03 p.m.	00:00	-	Present	-
17-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:48 a.m.	4:02 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:55 a.m.	6:01 p.m.	00:00	2	Present	-
21-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:55 a.m.	4:02 p.m.	00:00	-	Present	-
22-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:03 a.m.	3:39 p.m.	00:00	-	Present	-
23-03-2022	Wed	SSA	7 a.m.	4 p.m.	5:58 a.m.	2:59 p.m.	00:00	-	Present	-
24-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:08 a.m.	3:03 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	SSA	7 a.m.	4 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:08 a.m.	3:02 p.m.	00:00	-	Present	-
28-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:48 a.m.	4 p.m.	00:00	-	Present	-
29-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:55 a.m.	4 p.m.	00:00	-	Present	-
30-03-2022	Wed	SSA	7 a.m.	4 p.m.	7:03 a.m.	4:01 p.m.	0:3	-	Present	-
31-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:55 a.m.	4:12 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Ms. Asmina	Total Days	31 Days
Bank A/C	213.103.1344045	Present	25 Days
Employee ID	3000150	Late	0 Day
Designation	Cleaner	Absent	0 Day
Section	Admin	Working Days	25 Days
Department	HR & Admin	Total OT	9 Hours
Punch Card	150	Weekend	4 Days
Date of Joining	Nov. 6, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:43 a.m.	4:03 p.m.	00:00	-	Present	-
02-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:40 a.m.	4 p.m.	00:00	-	Present	-
03-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:46 a.m.	4:19 p.m.	00:00	-	Present	-
04-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	9 a.m.	5 p.m.	0:45	7	W-Present	-
05-03-2022	Sat	SSA	7 a.m.	4 p.m.	6:50 a.m.	4:01 p.m.	00:00	-	Present	-
06-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:45 a.m.	4:01 p.m.	00:00	-	Present	-
07-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:41 a.m.	4:01 p.m.	00:00	-	Present	-
08-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:11 a.m.	2:39 p.m.	00:00	-	Present	-
09-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:45 a.m.	4:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:51 a.m.	4 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	SSA	7 a.m.	4 p.m.	6:41 a.m.	4 p.m.	00:00	-	Present	-
13-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:50 a.m.	4 p.m.	00:00	-	Present	-
14-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:37 a.m.	4:03 p.m.	00:00	-	Present	-
15-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:43 a.m.	4 p.m.	00:00	-	Present	-
16-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:51 a.m.	4:02 p.m.	00:00	-	Present	-
17-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:44 a.m.	4:03 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:32 a.m.	6:01 p.m.	00:00	2	Present	-
21-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:36 a.m.	4:01 p.m.	00:00	-	Present	-
22-03-2022	Tue	SSA	7 a.m.	4 p.m.	5:53 a.m.	3:39 p.m.	00:00	-	Present	-
23-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:04 a.m.	2:59 p.m.	00:00	-	Present	-
24-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:05 a.m.	3:03 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	SSA	7 a.m.	4 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:08 a.m.	3:01 p.m.	00:00	-	Present	-
28-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:44 a.m.	4 p.m.	00:00	-	Present	-
29-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:42 a.m.	4 p.m.	00:00	-	Present	-
30-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:36 a.m.	4 p.m.	00:00	-	Present	-
31-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:38 a.m.	4:12 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Ms. Nasima Khatun	Total Days	31 Days
Bank A/C	213.103.1344050	Present	24 Days
Employee ID	3000062	Late	0 Day
Designation	Cook	Absent	0 Day
Section	Admin	Working Days	25 Days
Department	HR & Admin	Total OT	7 Hours
Punch Card	62	Weekend	4 Days
Date of Joining	Jan. 14, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 0 SL: 1 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:43 a.m.	4:03 p.m.	00:00	-	Present	-
02-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:40 a.m.	4 p.m.	00:00	-	Present	-
03-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:45 a.m.	4:01 p.m.	00:00	-	Present	-
04-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	9 a.m.	5 p.m.	0:45	7	W-Present	-
05-03-2022	Sat	SSA	7 a.m.	4 p.m.	6:50 a.m.	4:01 p.m.	00:00	-	Present	-
06-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:45 a.m.	4:10 p.m.	00:00	-	Present	-
07-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:41 a.m.	4:01 p.m.	00:00	-	Present	-
08-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:11 a.m.	3:03 p.m.	00:00	-	Present	-
09-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:45 a.m.	4:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:51 a.m.	4 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	SSA	7 a.m.	4 p.m.	6:41 a.m.	4 p.m.	00:00	-	Present	-
13-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:50 a.m.	4 p.m.	00:00	-	Present	-
14-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:37 a.m.	4:03 p.m.	00:00	-	Present	-
15-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:43 a.m.	4 p.m.	00:00	-	Present	-
16-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:51 a.m.	4:03 p.m.	00:00	-	Present	-
17-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:45 a.m.	4:06 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	SSA	7 a.m.	4 p.m.	-	-	00:00	-	Leave	-
21-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:36 a.m.	4:01 p.m.	00:00	-	Present	-
22-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:57 a.m.	4:01 p.m.	00:00	-	Present	-
23-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:44 a.m.	4:02 p.m.	00:00	-	Present	-
24-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:49 a.m.	4 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	SSA	7 a.m.	4 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:08 a.m.	3:01 p.m.	00:00	-	Present	-
28-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:44 a.m.	4 p.m.	00:00	-	Present	-
29-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:42 a.m.	4 p.m.	00:00	-	Present	-
30-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:36 a.m.	4 p.m.	00:00	-	Present	-
31-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:39 a.m.	4:13 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Sri. Sorji Rani	Total Days	31 Days
Bank A/C	213.103.1344087	Present	25 Days
Employee ID	3000089	Late	1 Days
Designation	Cleaner	Absent	0 Day
Section	Admin	Working Days	25 Days
Department	HR & Admin	Total OT	9 Hours
Punch Card	89	Weekend	4 Days
Date of Joining	April 8, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	SSA	7 a.m.	4 p.m.	7:06 a.m.	4:06 p.m.	0:6	-	Present	-
02-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:53 a.m.	4 p.m.	00:00	-	Present	-
03-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:59 a.m.	4:01 p.m.	00:00	-	Present	-
04-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	9 a.m.	5 p.m.	0:45	7	W-Present	-
05-03-2022	Sat	SSA	7 a.m.	4 p.m.	7:06 a.m.	4:01 p.m.	0:6	-	Present	-
06-03-2022	Sun	SSA	7 a.m.	4 p.m.	7:03 a.m.	4:11 p.m.	0:3	-	Present	-
07-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:59 a.m.	4:06 p.m.	00:00	-	Present	-
08-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:11 a.m.	3:04 p.m.	00:00	-	Present	-
09-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:57 a.m.	4:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	SSA	7 a.m.	4 p.m.	7:13 a.m.	4:20 p.m.	0:13	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	SSA	7 a.m.	4 p.m.	6:56 a.m.	4:03 p.m.	00:00	-	Present	-
13-03-2022	Sun	SSA	7 a.m.	4 p.m.	7:04 a.m.	4:01 p.m.	0:4	-	Present	-
14-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:59 a.m.	4:06 p.m.	00:00	-	Present	-
15-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:53 a.m.	4:05 p.m.	00:00	-	Present	-
16-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:55 a.m.	4:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	SSA	7 a.m.	4 p.m.	7:02 a.m.	4 p.m.	0:2	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	SSA	7 a.m.	4 p.m.	7:05 a.m.	6:02 p.m.	0:5	2	Present	-
21-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:52 a.m.	4:02 p.m.	00:00	-	Present	-
22-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:10 a.m.	3:40 p.m.	00:00	-	Present	-
23-03-2022	Wed	SSA	7 a.m.	4 p.m.	6 a.m.	2:58 p.m.	00:00	-	Present	-
24-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:06 a.m.	3:10 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	SSA	7 a.m.	4 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:08 a.m.	3:01 p.m.	00:00	-	Present	-
28-03-2022	Mon	SSA	7 a.m.	4 p.m.	7:03 a.m.	4:04 p.m.	0:3	-	Present	-
29-03-2022	Tue	SSA	7 a.m.	4 p.m.	7:16 a.m.	4:07 p.m.	0:16	-	Late	-
30-03-2022	Wed	SSA	7 a.m.	4 p.m.	7:06 a.m.	4:01 p.m.	0:6	-	Present	-
31-03-2022	Thu	SSA	7 a.m.	4 p.m.	7:03 a.m.	4:08 p.m.	0:3	-	Present	-

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Job Card for the Month of March, 2022

Name	Al Shahriya	Total Days	31 Days
Bank A/C	213.103.1343807	Present	23 Days
Employee ID	3000134	Late	3 Days
Designation	Asst. Technician	Absent	2 Days
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	24 Hours
Punch Card	134	Weekend	4 Days
Date of Joining	Oct. 3, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:15 p.m.	0:1	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:25 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:24 a.m.	5:15 p.m.	0:9	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:16 p.m.	0:1	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	S-12:00AM	midnight	8 a.m.	12:15 a.m.	6:15 p.m.	0:15	9	Present	On Duty (Showroom)
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	On Duty (Showroom)
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	1:39 p.m.	5:15 p.m.	5:24	-	Late	-
16-03-2022	Wed	S-12:00AM	midnight	8 a.m.	12:12 a.m.	7:14 p.m.	0:12	10	Present	On Duty (Dhanmondi)
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	1:36 p.m.	5:16 p.m.	5:21	-	Late	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	1:39 p.m.	5:15 p.m.	5:24	-	Late	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	0:0	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:22 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	8:17 a.m.	0:2	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:17 p.m.	0:0	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:39 p.m.	0:2	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Sohag	Total Days	31 Days
Bank A/C	237.103.70095	Present	25 Days
Employee ID	3000013	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Electrical	Working Days	25 Days
Department	Maintenance	Total OT	2 Hours
Punch Card	13	Weekend	4 Days
Date of Joining	Sept. 17, 2018	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:19 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:22 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	Shift-A (06AM)	6 a.m.	2 p.m.	6:01 a.m.	5:17 p.m.	0:1	2	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Abul hasnat Akond	Total Days	31 Days
Bank A/C	182.151.109078	Present	23 Days
Employee ID	3000014	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Mechanical	Working Days	25 Days
Department	Maintenance	Total OT	11 Hours
Punch Card	14	Weekend	4 Days
Date of Joining	Sept. 17, 2018	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:23 p.m.	00:00	-	Present	-
03-03-2022	Thu	S-12:00AM	midnight	8 a.m.	midnight	8:15 p.m.	00:00	11	Present	On duty (Purchase same material)
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:20 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	1 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:44 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Asif Iqbal	Total Days	31 Days
Bank A/C	213.103.1230808	Present	24 Days
Employee ID	3000079	Late	0 Day
Designation	Technician	Absent	0 Day
Section	CNS	Working Days	25 Days
Department	Production	Total OT	8 Hours
Punch Card	79	Weekend	4 Days
Date of Joining	April 1, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 0 SL: 1 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:19 p.m.	0:0	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:19 p.m.	0:1	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:22 a.m.	8:22 a.m.	0:7	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:21 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:19 p.m.	0:0	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	11:14 p.m.	00:00	6	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	7:21 p.m.	00:00	2	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:17 p.m.	0:1	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:20 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:19 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:22 p.m.	0:0	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:19 p.m.	0:0	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:20 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:22 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:15 p.m.	0:3	-	Present	-

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Job Card for the Month of March, 2022

Name	Romanu Murmu	Total Days	31 Days
Bank A/C	122.103.0713326	Present	24 Days
Employee ID	3000196	Late	0 Day
Designation	Asst. Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	6 Hours
Punch Card	196	Weekend	4 Days
Date of Joining	Jan. 21, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 0 SL: 1 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:17 p.m.	0:3	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:18 p.m.	0:1	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:42 p.m.	0:1	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:18 p.m.	0:1	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:22 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:17 p.m.	0:2	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:21 p.m.	0:1	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	7:30 p.m.	0:1	2	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:17 p.m.	0:0	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:23 p.m.	0:0	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:22 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:21 p.m.	0:0	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	7:39 p.m.	00:00	2	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:23 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:31 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:18 p.m.	0:1	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:19 p.m.	0:3	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:21 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	7:19 p.m.	0:0	2	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:18 p.m.	0:0	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:17 p.m.	0:1	-	Present	-

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Job Card for the Month of March, 2022

Name	Sree Poritosh Dab Sorma	Total Days	31 Days
Bank A/C	213.103.1373838	Present	13 Days
Employee ID	3000200	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	200	Weekend	4 Days
Date of Joining	Feb. 1, 2020	Holiday	2 Days
		Leave	AL: 12 CL: 0 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:20 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:20 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:52 a.m.	5:20 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:45 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Khalid Munsir	Total Days	31 Days
Bank A/C	213.103.1373864	Present	22 Days
Employee ID	3000203	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Packing	Working Days	25 Days
Department	Packing	Total OT	0 Hour
Punch Card	203	Weekend	4 Days
Date of Joining	Feb. 1, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 3 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:24 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:23 p.m.	0:1	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:20 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:19 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:17 p.m.	0:1	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:18 p.m.	0:1	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:21 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:16 p.m.	0:0	-	Present	-

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Job Card for the Month of March, 2022

Name	Mr. Kallol Marandi	Total Days	31 Days
Bank A/C	213.103.1264934	Present	24 Days
Employee ID	3000101	Late	1 Days
Designation	Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	118 Hours
Punch Card	101	Weekend	4 Days
Date of Joining	April 27, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:41 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:20 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	S-12:00AM	midnight	8 a.m.	12:15 a.m.	6:15 p.m.	0:15	9	Present	On Duty (Showroom)
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	On Duty (Showroom)
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	On Duty (Showroom)
15-03-2022	Tue	S-12:00AM	midnight	8 a.m.	12:15 a.m.	10:14 p.m.	0:15	13	Present	On Duty (Showroom)
16-03-2022	Wed	S-12:00AM	midnight	8 a.m.	12:15 a.m.	10:15 p.m.	0:15	13	Present	On Duty (Showroom)
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	On Duty (Showroom)
18-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	12	W-Present	On Duty (Showroom)
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	S-12:00AM	midnight	8 a.m.	12:15 a.m.	5:15 p.m.	0:15	8	Present	On Duty (Showroom)
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	11:15 p.m.	00:00	6	Present	On Duty (Showroom)
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	On Duty (Showroom)
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	11:15 p.m.	00:00	6	Present	On Duty (Showroom)
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	On Duty (Showroom)
25-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	12	W-Present	On Duty (Showroom)
26-03-2022	Sat	Shift-A (06AM)	6 a.m.	2 p.m.	6:15 a.m.	11:15 p.m.	0:15	16	H-Present	On Duty (Showroom)
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	10:46 a.m.	5:16 p.m.	2:31	-	Late	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Roki Rema	Total Days	31 Days
Bank A/C	237.103.70214	Present	24 Days
Employee ID	3000043	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Machine)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	43	Weekend	4 Days
Date of Joining	Nov. 3, 2018	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:16 p.m.	0:1	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:19 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:20 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:19 p.m.	0:1	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:18 p.m.	0:1	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:21 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Rahman Akon	Total Days	31 Days
Bank A/C	237.103.69921	Present	23 Days
Employee ID	3000048	Late	0 Day
Designation	Asst. Technician	Absent	0 Day
Section	CNS	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	48	Weekend	4 Days
Date of Joining	Nov. 13, 2018	Holiday	2 Days
		Leave	AL: 0 CL: 0 SL: 2 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:36 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:20 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:25 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:50 a.m.	5:24 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:23 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:54 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:20 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:47 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:18 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:22 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:21 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:25 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:21 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:27 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Harun Ar Rashid - 2	Total Days	31 Days
Bank A/C	213.103.1343854	Present	24 Days
Employee ID	3000080	Late	0 Day
Designation	Asst. Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	80	Weekend	4 Days
Date of Joining	April 1, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:35 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Mijanur Rahman	Total Days	31 Days
Bank A/C	213.103.1255265	Present	25 Days
Employee ID	3000099	Late	0 Day
Designation	Asst. Technician	Absent	0 Day
Section	Metal	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	99	Weekend	4 Days
Date of Joining	April 25, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	0:0	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	10:37 a.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	0:0	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Nurnobi	Total Days	31 Days
Bank A/C	213.103.1308559	Present	21 Days
Employee ID	3000112	Late	0 Day
Designation	Helper	Absent	0 Day
Section	Saw & Seasoning	Working Days	25 Days
Department	Production	Total OT	33 Hours
Punch Card	112	Weekend	4 Days
Date of Joining	June 19, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 4 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	9:15 p.m.	00:00	4	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	10:15 p.m.	00:00	5	Present	-
03-03-2022	Thu	Shift-B (2pm)	2 p.m.	10 p.m.	2:02 p.m.	10:15 p.m.	0:2	-	Present	-
04-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	8	W-Present	-
05-03-2022	Sat	Shift-B (2pm)	2 p.m.	10 p.m.	1:55 p.m.	10 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:14 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:25 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	0:0	-	Present	-
17-03-2022	Thu	Shift-B (2pm)	2 p.m.	10 p.m.	1:56 p.m.	10:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	Shift-A (06AM)	6 a.m.	2 p.m.	6:15 a.m.	3:15 p.m.	0:15	8	W-Present	-
19-03-2022	Sat	Shift-A (06AM)	6 a.m.	2 p.m.	6:15 a.m.	3:15 p.m.	0:15	8	H-Present	-
20-03-2022	Sun	Shift-B (2pm)	2 p.m.	10 p.m.	1:56 p.m.	10 p.m.	00:00	-	Present	-
21-03-2022	Mon	Shift-B (2pm)	2 p.m.	10 p.m.	1:57 p.m.	10:02 p.m.	00:00	-	Present	-
22-03-2022	Tue	Shift-B (2pm)	2 p.m.	10 p.m.	1:56 p.m.	10 p.m.	00:00	-	Present	-
23-03-2022	Wed	Shift-B (2pm)	2 p.m.	10 p.m.	1:57 p.m.	10 p.m.	00:00	-	Present	-
24-03-2022	Thu	Shift-B (2pm)	2 p.m.	10 p.m.	1:56 p.m.	10:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	Shift-B (2pm)	2 p.m.	10 p.m.	1:54 p.m.	10 p.m.	00:00	-	Present	-
29-03-2022	Tue	Shift-B (2pm)	2 p.m.	10 p.m.	1:58 p.m.	10:01 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:15 p.m.	0:1	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Sobuj Mia-2	Total Days	31 Days
Bank A/C	213.103.1308517	Present	22 Days
Employee ID	3000115	Late	0 Day
Designation	Helper	Absent	0 Day
Section	CNS	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	115	Weekend	4 Days
Date of Joining	June 20, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 3 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:22 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:21 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:20 p.m.	0:1	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	4:09 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	2:43 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:20 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:19 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:18 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:39 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Bidduit Kumar Sutrodhar	Total Days	31 Days
Bank A/C	213.103.1308590	Present	21 Days
Employee ID	3000126	Late	0 Day
Designation	Asst. Technician	Absent	1 Days
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	126	Weekend	4 Days
Date of Joining	Sept. 17, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 3 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:32 a.m.	5:37 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:55 a.m.	12:59 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Bipul Chandra Roy	Total Days	31 Days
Bank A/C	213.103.1359578	Present	25 Days
Employee ID	3000137	Late	0 Day
Designation	Asst. Technician	Absent	0 Day
Section	Metal	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	137	Weekend	4 Days
Date of Joining	Oct. 13, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Sharif Mia	Total Days	31 Days
Bank A/C	213.103.1359882	Present	14 Days
Employee ID	3000162	Late	0 Day
Designation	Helper	Absent	11 Days
Section	CNS	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	162	Weekend	4 Days
Date of Joining	Nov. 26, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:26 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Roma Rani Das	Total Days	31 Days
Bank A/C	213.103.1343849	Present	25 Days
Employee ID	3000169	Late	0 Day
Designation	Helper	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	169	Weekend	4 Days
Date of Joining	Dec. 1, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:16 p.m.	0:3	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:21 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Ms. Lucky Begum	Total Days	31 Days
Bank A/C	213.103.1343860	Present	25 Days
Employee ID	3000173	Late	0 Day
Designation	Helper	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	173	Weekend	4 Days
Date of Joining	Dec. 3, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	4:50 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:20 p.m.	0:3	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:21 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Likhon Ahmed	Total Days	31 Days
Bank A/C	213.103.1345000	Present	25 Days
Employee ID	3000174	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Machine)	Working Days	25 Days
Department	Production	Total OT	11 Hours
Punch Card	174	Weekend	4 Days
Date of Joining	Dec. 4, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:26 p.m.	0:0	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:28 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	7:18 p.m.	00:00	2	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:26 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:31 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:19 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:20 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:22 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:40 p.m.	0:1	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:30 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:23 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:19 a.m.	5:56 p.m.	0:4	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:20 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:21 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:54 a.m.	5:28 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:33 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	S-12:00AM	midnight	8 a.m.	12:13 a.m.	6:15 p.m.	0:13	9	Present	On Duty (gulistan)
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:23 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:22 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:27 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Prodip Hasda	Total Days	31 Days
Bank A/C	213.103.1343779	Present	25 Days
Employee ID	3000181	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Delivery	Working Days	25 Days
Department	Distribution & Logistics	Total OT	3 Hours
Punch Card	181	Weekend	4 Days
Date of Joining	Dec. 14, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	7:14 p.m.	00:00	2	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	6:18 p.m.	00:00	1	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:23 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:21 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:22 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:20 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:24 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:29 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:21 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:24 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:20 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:29 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Ratan Mia-2	Total Days	31 Days
Bank A/C	213.103.1360203	Present	22 Days
Employee ID	3000182	Late	1 Days
Designation	Helper	Absent	0 Day
Section	Saw & Seasoning	Working Days	25 Days
Department	Production	Total OT	57 Hours
Punch Card	182	Weekend	4 Days
Date of Joining	Dec. 24, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 3 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	Shift-A (06AM)	6 a.m.	2 p.m.	5:59 a.m.	10:15 p.m.	00:00	7	Present	-
02-03-2022	Wed	S-12:00AM	midnight	8 a.m.	12:09 a.m.	5 p.m.	0:9	8	Present	-
03-03-2022	Thu	Shift-A (06AM)	6 a.m.	2 p.m.	6:06 a.m.	2 p.m.	0:6	-	Present	-
04-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:15 p.m.	00:00	8	W-Present	-
05-03-2022	Sat	Shift-A (06AM)	6 a.m.	2 p.m.	6:01 a.m.	2 p.m.	0:1	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	5:18 p.m.	5:15 p.m.	9:3	-	Late	-
07-03-2022	Mon	Shift-B (2pm)	2 p.m.	10 p.m.	2:03 p.m.	10 p.m.	0:3	-	Present	-
08-03-2022	Tue	Shift-B (2pm)	2 p.m.	10 p.m.	1:55 p.m.	10 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	6:11 p.m.	00:00	1	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	11:16 p.m.	00:00	6	Present	-
11-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	8	W-Present	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	8:15 p.m.	00:00	3	Present	-
13-03-2022	Sun	Shift-A (06AM)	6 a.m.	2 p.m.	6:01 a.m.	2:15 p.m.	0:1	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	8	W-Present	-
19-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	8	H-Present	-
20-03-2022	Sun	Shift-A (06AM)	6 a.m.	2 p.m.	6:06 a.m.	2 p.m.	0:6	-	Present	-
21-03-2022	Mon	Shift-A (06AM)	6 a.m.	2 p.m.	6:04 a.m.	2 p.m.	0:4	-	Present	-
22-03-2022	Tue	Shift-A (06AM)	6 a.m.	2 p.m.	6:05 a.m.	2 p.m.	0:5	-	Present	-
23-03-2022	Wed	Shift-A (06AM)	6 a.m.	2 p.m.	6 a.m.	2:48 p.m.	00:00	-	Present	-
24-03-2022	Thu	Shift-A (06AM)	6 a.m.	2 p.m.	6 a.m.	2:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Anarul Islam	Total Days	31 Days
Bank A/C	213.103.1359786	Present	23 Days
Employee ID	3000183	Late	0 Day
Designation	Asst. Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	10 Hours
Punch Card	183	Weekend	4 Days
Date of Joining	Dec. 26, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:24 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	10:20 p.m.	00:00	5	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	10:15 p.m.	00:00	5	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:28 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:14 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Abbas Ali	Total Days	31 Days
Bank A/C	213.103.1359770	Present	23 Days
Employee ID	3000193	Late	0 Day
Designation	Delivery Man	Absent	0 Day
Section	Delivery	Working Days	25 Days
Department	Distribution & Logistics	Total OT	150 Hours
Punch Card	193	Weekend	4 Days
Date of Joining	Jan. 19, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	Shift-A (06AM)	6 a.m.	2 p.m.	6:15 a.m.	11:15 p.m.	0:15	8	Present	-
02-03-2022	Wed	Shift-A (06AM)	6 a.m.	2 p.m.	6:15 a.m.	10:15 p.m.	0:15	7	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	7:15 p.m.	00:00	2	Present	-
04-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 a.m.	00:00	2	W-Present	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	7:15 p.m.	00:00	2	Present	-
06-03-2022	Sun	S-12:00AM	midnight	8 a.m.	12:15 a.m.	7:15 p.m.	0:15	10	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	-
08-03-2022	Tue	S-12:00AM	midnight	8 a.m.	12:15 a.m.	10:15 p.m.	0:15	13	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	11:15 p.m.	00:00	6	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	7:15 p.m.	00:00	2	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	-
15-03-2022	Tue	S-12:00AM	midnight	8 a.m.	12:15 a.m.	11:15 p.m.	0:15	14	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
18-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 a.m.	00:00	2	W-Present	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	8:15 p.m.	00:00	3	Present	-
22-03-2022	Tue	S-12:00AM	midnight	8 a.m.	12:15 a.m.	9:15 p.m.	0:15	12	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	8:15 p.m.	00:00	3	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	8:15 p.m.	00:00	11	H-Present	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	8:15 p.m.	00:00	3	Present	-
28-03-2022	Mon	S-12:00AM	midnight	8 a.m.	12:15 a.m.	5:15 p.m.	0:15	8	Present	-
29-03-2022	Tue	S-12:00AM	midnight	8 a.m.	12:15 a.m.	11:15 p.m.	0:15	14	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	7:15 p.m.	00:00	2	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	8:15 p.m.	00:00	3	Present	-

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Job Card for the Month of March, 2022

Name	Md. Salek Mia	Total Days	31 Days
Bank A/C	213.103.1373794	Present	23 Days
Employee ID	3000205	Late	0 Day
Designation	Asst. Technician	Absent	0 Day
Section	CNS	Working Days	25 Days
Department	Production	Total OT	2 Hours
Punch Card	205	Weekend	4 Days
Date of Joining	Feb. 2, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:21 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:28 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	7:21 p.m.	00:00	2	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:18 p.m.	0:1	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:19 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:41 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Prokash Minj	Total Days	31 Days
Bank A/C	237.103.70032	Present	25 Days
Employee ID	3000016	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	16	Weekend	4 Days
Date of Joining	Sept. 17, 2018	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:20 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:19 p.m.	0:0	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:23 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:23 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:22 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:28 p.m.	0:1	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:20 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Selejamin Malo	Total Days	31 Days
Bank A/C	237.103.70006	Present	23 Days
Employee ID	3000023	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	23	Weekend	4 Days
Date of Joining	Nov. 3, 2018	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:52 a.m.	5:37 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:15 p.m.	0:2	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Gragory Soren	Total Days	31 Days
Bank A/C	237.103.70027	Present	23 Days
Employee ID	3000024	Late	0 Day
Designation	Technician	Absent	2 Days
Section	Wood (Machine)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	24	Weekend	4 Days
Date of Joining	Oct. 15, 2018	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:18 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:20 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	4:20 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:19 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:20 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Hishi Kanto Roy	Total Days	31 Days
Bank A/C	237.103.70150	Present	25 Days
Employee ID	3000033	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Wood (Machine)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	33	Weekend	4 Days
Date of Joining	Nov. 6, 2018	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:20 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:19 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:19 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:22 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:27 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:16 p.m.	0:0	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Sumon Ahmed	Total Days	31 Days
Bank A/C	237.103.69958	Present	25 Days
Employee ID	3000034	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	3 Hours
Punch Card	34	Weekend	4 Days
Date of Joining	Nov. 3, 2018	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:21 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:12 a.m.	5:21 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	8:18 p.m.	00:00	3	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	4:10 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:14 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:22 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:21 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Sombit Sifol	Total Days	31 Days
Bank A/C	237.103.70011	Present	25 Days
Employee ID	3000025	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Machine)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	25	Weekend	4 Days
Date of Joining	Nov. 3, 2018	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:19 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:32 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:19 a.m.	5:17 p.m.	0:4	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:16 p.m.	0:1	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:24 p.m.	0:3	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:18 p.m.	0:1	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:22 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:23 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:20 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:14 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:23 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:24 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:18 p.m.	0:2	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:19 p.m.	0:3	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Harun Or Rashid	Total Days	31 Days
Bank A/C	237.103.70048	Present	24 Days
Employee ID	3000029	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	29	Weekend	4 Days
Date of Joining	Nov. 1, 2018	Holiday	2 Days
		Leave	AL: 0 CL: 0 SL: 1 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:18 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:20 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Chanchal Kumar	Total Days	31 Days
Bank A/C	237.103.70102	Present	19 Days
Employee ID	3000030	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	30	Weekend	4 Days
Date of Joining	Nov. 5, 2018	Holiday	2 Days
		Leave	AL: 0 CL: 5 SL: 1 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:29 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:22 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Javiar Mardi	Total Days	31 Days
Bank A/C	213.103.1217363	Present	25 Days
Employee ID	3000070	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	7 Hours
Punch Card	70	Weekend	4 Days
Date of Joining	Feb. 23, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:53 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:19 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	8:17 p.m.	00:00	3	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:26 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:54 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:20 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:20 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	9:25 p.m.	00:00	4	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:20 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:20 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:24 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:53 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:20 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Anowar Farazi	Total Days	31 Days
Bank A/C	213.103.1230834	Present	25 Days
Employee ID	3000077	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	CNS	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	77	Weekend	4 Days
Date of Joining	April 1, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:21 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:16 p.m.	0:0	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Mr. Emil Soren	Total Days	31 Days
Bank A/C	213.103.1230860	Present	24 Days
Employee ID	3000081	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	4 Hours
Punch Card	81	Weekend	4 Days
Date of Joining	April 6, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 0 SL: 1 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:19 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:17 p.m.	0:1	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:53 a.m.	5:22 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:26 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:19 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:29 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:20 a.m.	5:26 p.m.	0:5	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:19 p.m.	0:2	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	7:36 p.m.	00:00	2	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:25 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:21 p.m.	0:0	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:31 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:18 p.m.	0:3	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:20 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	7:18 p.m.	0:0	2	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:21 p.m.	0:1	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Sri. Dalim Deb Sharma	Total Days	31 Days
Bank A/C	213.103.1230840	Present	23 Days
Employee ID	3000092	Late	0 Day
Designation	Sr. Technician	Absent	1 Days
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	92	Weekend	4 Days
Date of Joining	April 7, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 0 SL: 1 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:15 p.m.	0:2	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:16 p.m.	0:1	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:16 p.m.	0:0	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:22 a.m.	5:15 p.m.	0:7	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:19 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:15 p.m.	0:2	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:16 p.m.	0:1	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	0:0	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:16 p.m.	0:0	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Abu Shaed Sheikh	Total Days	31 Days
Bank A/C	213.103.1280258	Present	25 Days
Employee ID	3000097	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Saw & Seasoning	Working Days	25 Days
Department	Production	Total OT	36 Hours
Punch Card	97	Weekend	4 Days
Date of Joining	April 11, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	Shift-A (06AM)	6 a.m.	2 p.m.	5:55 a.m.	2:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	Shift-A (06AM)	6 a.m.	2 p.m.	5:58 a.m.	2:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:15 p.m.	00:00	8	W-Present	-
05-03-2022	Sat	Shift-A (06AM)	6 a.m.	2 p.m.	6:01 a.m.	2:12 p.m.	0:1	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:19 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	7:15 p.m.	00:00	2	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	8:15 p.m.	00:00	3	Present	-
10-03-2022	Thu	Shift-A (06AM)	6 a.m.	2 p.m.	5:56 a.m.	10:35 p.m.	00:00	7	Present	-
11-03-2022	Fri	Shift-B (2pm)	2 p.m.	10 p.m.	2:15 p.m.	10:15 p.m.	0:15	8	W-Present	-
12-03-2022	Sat	Shift-B (2pm)	2 p.m.	10 p.m.	6:02 a.m.	10:17 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:22 p.m.	00:00	-	Present	-
14-03-2022	Mon	Shift-A (06AM)	6 a.m.	2 p.m.	6:02 a.m.	2:10 p.m.	0:2	-	Present	-
15-03-2022	Tue	Shift-A (06AM)	6 a.m.	2 p.m.	5:57 a.m.	2:19 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	Shift-A (06AM)	6 a.m.	2 p.m.	5:51 a.m.	2:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	Shift-B (2pm)	2 p.m.	10 p.m.	2:15 p.m.	10:15 p.m.	0:15	8	H-Present	-
20-03-2022	Sun	Shift-A (06AM)	6 a.m.	2 p.m.	5:49 a.m.	2:14 p.m.	00:00	-	Present	-
21-03-2022	Mon	Shift-A (06AM)	6 a.m.	2 p.m.	5:55 a.m.	2:12 p.m.	00:00	-	Present	-
22-03-2022	Tue	Shift-A (06AM)	6 a.m.	2 p.m.	5:52 a.m.	2:02 p.m.	00:00	-	Present	-
23-03-2022	Wed	Shift-A (06AM)	6 a.m.	2 p.m.	5:55 a.m.	2:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	Shift-A (06AM)	6 a.m.	2 p.m.	5:51 a.m.	2:09 p.m.	00:00	-	Present	-
29-03-2022	Tue	Shift-A (06AM)	6 a.m.	2 p.m.	5:52 a.m.	2:06 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:15 p.m.	0:1	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:18 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Mr. Gabriel Baroy Opu	Total Days	31 Days
Bank A/C	213.103.1264890	Present	22 Days
Employee ID	3000106	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Metal-PD	Working Days	25 Days
Department	Product Development	Total OT	5 Hours
Punch Card	106	Weekend	4 Days
Date of Joining	June 12, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 3 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	5:52 a.m.	2:02 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:59 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	8:17 p.m.	00:00	3	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:13 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	7:15 p.m.	00:00	2	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:39 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Monirul Islam	Total Days	31 Days
Bank A/C	259.151.0082585	Present	20 Days
Employee ID	3000147	Late	1 Days
Designation	Technician	Absent	1 Days
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	147	Weekend	4 Days
Date of Joining	Nov. 2, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 4 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:20 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:13 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:42 a.m.	5:15 p.m.	0:27	-	Late	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	1:01 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-

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Job Card for the Month of March, 2022

Name	Md. Saddam Hossain 3	Total Days	31 Days
Bank A/C	213.103.1343919	Present	23 Days
Employee ID	3000151	Late	0 Day
Designation	Technician	Absent	0 Day
Section	CNS	Working Days	25 Days
Department	Production	Total OT	6 Hours
Punch Card	151	Weekend	4 Days
Date of Joining	Nov. 9, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:22 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:27 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:18 p.m.	0:1	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	11:14 p.m.	00:00	6	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:23 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:20 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:26 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:20 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:23 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:20 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:22 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:21 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Alauddin Mia	Total Days	31 Days
Bank A/C	213.103.1344115	Present	25 Days
Employee ID	3000154	Late	1 Days
Designation	Technician	Absent	0 Day
Section	CNS	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	154	Weekend	4 Days
Date of Joining	Nov. 18, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:19 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:24 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:22 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:22 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:28 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:49 a.m.	5:22 p.m.	0:34	-	Late	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:17 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:26 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:26 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:51 a.m.	5:22 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	1:05 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:20 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:19 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:20 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:21 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:28 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Jahid Hossain	Total Days	31 Days
Bank A/C	213.103.1344066	Present	23 Days
Employee ID	3000157	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	157	Weekend	4 Days
Date of Joining	Nov. 23, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 1 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:24 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:41 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Ripon Marandi	Total Days	31 Days
Bank A/C	213.103.1343966	Present	25 Days
Employee ID	3000159	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	159	Weekend	4 Days
Date of Joining	Nov. 23, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:20 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:21 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:27 a.m.	5:22 p.m.	0:12	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:20 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:16 p.m.	0:0	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Sushil Hamrom	Total Days	31 Days
Bank A/C	213.103.1343992	Present	25 Days
Employee ID	3000163	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	163	Weekend	4 Days
Date of Joining	Dec. 1, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:46 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:19 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:18 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:20 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:18 p.m.	0:0	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Khorshed Alam	Total Days	31 Days
Bank A/C	213.103.1343812	Present	22 Days
Employee ID	3000166	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Machine)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	166	Weekend	4 Days
Date of Joining	Dec. 1, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 3 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:20 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:23 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:20 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Mumin Farazi	Total Days	31 Days
Bank A/C	213.103.1343784	Present	24 Days
Employee ID	3000168	Late	0 Day
Designation	Technician	Absent	1 Days
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	168	Weekend	4 Days
Date of Joining	Dec. 1, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:21 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:25 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:18 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:20 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Renatus Hasda	Total Days	31 Days
Bank A/C	213.103.1343828	Present	24 Days
Employee ID	3000179	Late	0 Day
Designation	Technician	Absent	1 Days
Section	Wood (Machine)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	179	Weekend	4 Days
Date of Joining	Dec. 14, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:18 p.m.	0:2	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:20 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	8:08 a.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:19 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:21 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:20 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Simon Murmu	Total Days	31 Days
Bank A/C	213.103.1373822	Present	24 Days
Employee ID	3000198	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Machine)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	198	Weekend	4 Days
Date of Joining	Feb. 1, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 0 SL: 1 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:52 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	6:42 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:20 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:19 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:20 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:18 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Mathias Mardi	Total Days	31 Days
Bank A/C	213.103.1373789	Present	25 Days
Employee ID	3000204	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	204	Weekend	4 Days
Date of Joining	Feb. 1, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:20 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:16 p.m.	0:1	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:40 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:22 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:25 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:26 p.m.	0:0	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:22 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:24 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:23 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:23 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:24 p.m.	0:3	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:21 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:19 p.m.	0:1	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:27 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:19 a.m.	5:16 p.m.	0:4	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:19 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:17 p.m.	0:2	-	Present	-

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Job Card for the Month of March, 2022

Name	Sattendra Nath Dev Sharma	Total Days	31 Days
Bank A/C	213.103.1359753	Present	22 Days
Employee ID	3000189	Late	0 Day
Designation	Technician	Absent	2 Days
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	189	Weekend	4 Days
Date of Joining	Jan. 6, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:22 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:19 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:19 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:25 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:22 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:22 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:19 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:26 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:21 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:21 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:19 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:21 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:22 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Nitesh Sakar	Total Days	31 Days
Bank A/C	213.103.1359814	Present	22 Days
Employee ID	3000191	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	97 Hours
Punch Card	191	Weekend	4 Days
Date of Joining	Jan. 11, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 3 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:19 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:21 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:21 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:20 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	1 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:27 a.m.	5:26 p.m.	0:12	-	Present	-
13-03-2022	Sun	S-12:00AM	midnight	8 a.m.	12:15 a.m.	6:15 p.m.	0:15	9	Present	On Duty (Showroom)
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	On Duty (Showroom)
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	On Duty (Showroom)
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	On Duty (Showroom)
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	On Duty (Showroom)
18-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	11:15 p.m.	00:00	14	W-Present	On Duty (Showroom)
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	S-12:00AM	midnight	8 a.m.	12:15 a.m.	5:15 p.m.	0:15	8	Present	On Duty (Showroom)
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	11:15 p.m.	00:00	6	Present	On Duty (Showroom)
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	On Duty (Showroom)
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	11:15 p.m.	00:00	6	Present	On Duty (Showroom)
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	On Duty (Showroom)
25-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	12	W-Present	On Duty (Showroom)
26-03-2022	Sat	Shift-A (06AM)	6 a.m.	2 p.m.	6:15 a.m.	11:15 p.m.	0:15	16	H-Present	On Duty (Showroom)
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-

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Job Card for the Month of March, 2022

Name	Subas Murmu	Total Days	31 Days
Bank A/C	213.103.1343971	Present	25 Days
Employee ID	3000146	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Metal	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	146	Weekend	4 Days
Date of Joining	Nov. 2, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:52 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:47 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:52 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:50 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Raphael Hansdak	Total Days	31 Days
Bank A/C	244.151.60990	Present	25 Days
Employee ID	3000026	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Wood (Machine)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	26	Weekend	4 Days
Date of Joining	Oct. 20, 2018	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:25 a.m.	5:24 p.m.	0:10	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:17 p.m.	0:1	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:21 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:20 p.m.	0:1	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:20 p.m.	0:0	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:23 p.m.	0:1	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:20 p.m.	0:1	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:19 p.m.	0:0	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:18 p.m.	0:0	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:16 p.m.	0:1	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:16 p.m.	0:0	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:17 p.m.	0:1	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:17 p.m.	0:2	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:22 p.m.	0:0	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:22 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Biplob Roy	Total Days	31 Days
Bank A/C	213.103.1308613	Present	21 Days
Employee ID	3000032	Late	0 Day
Designation	Sr. Technician	Absent	3 Days
Section	CNS	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	32	Weekend	4 Days
Date of Joining	Nov. 10, 2018	Holiday	2 Days
		Leave	AL: 0 CL: 0 SL: 1 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:20 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:22 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:34 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:23 p.m.	0:1	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:22 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:17 p.m.	0:0	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:19 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:26 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	4:52 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:23 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:19 p.m.	0:2	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Imran Hossain	Total Days	31 Days
Bank A/C	213.103.1344003	Present	25 Days
Employee ID	3000156	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Metal	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	156	Weekend	4 Days
Date of Joining	Nov. 20, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:21 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Feroj Rana	Total Days	31 Days
Bank A/C	213.103.1230829	Present	24 Days
Employee ID	3000078	Late	1 Days
Designation	Sr. Technician	Absent	0 Day
Section	CNS	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	78	Weekend	4 Days
Date of Joining	April 1, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:21 p.m.	0:0	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:22 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:22 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:19 a.m.	5:19 p.m.	0:4	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:24 p.m.	0:1	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:19 p.m.	0:0	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:21 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:19 a.m.	5:17 p.m.	0:4	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:19 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:25 p.m.	0:3	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:21 p.m.	0:0	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:20 a.m.	5:18 p.m.	0:5	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:18 p.m.	0:2	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:19 a.m.	5:18 p.m.	0:4	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:51 a.m.	5:18 p.m.	0:36	-	Late	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	0:0	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:20 a.m.	5:15 p.m.	0:5	-	Present	-

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Job Card for the Month of March, 2022

Name	Ananda Kumar	Total Days	31 Days
Bank A/C	237.103.69979	Present	23 Days
Employee ID	3000031	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Wood (Carpentry)-PD	Working Days	25 Days
Department	Product Development	Total OT	8 Hours
Punch Card	31	Weekend	4 Days
Date of Joining	Nov. 3, 2018	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:53 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:46 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:37 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:18 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:20 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	4:32 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:26 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	4:38 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	8:23 p.m.	00:00	3	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	10:15 p.m.	00:00	5	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:24 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:49 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:10 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:22 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	6:01 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	6:04 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Bahar Mia	Total Days	31 Days
Bank A/C	213.103.1230759	Present	22 Days
Employee ID	3000076	Late	0 Day
Designation	Technician	Absent	0 Day
Section	CNS	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	76	Weekend	4 Days
Date of Joining	April 1, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 3 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:19 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:17 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:19 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:23 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:21 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:18 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:25 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:22 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:23 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:19 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:18 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:20 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:20 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Rahen Ali	Total Days	31 Days
Bank A/C	213.103.1255223	Present	19 Days
Employee ID	3000108	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Metal	Working Days	25 Days
Department	Production	Total OT	5 Hours
Punch Card	108	Weekend	4 Days
Date of Joining	June 15, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 4 SL: 2 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	8:15 p.m.	00:00	3	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	7:15 p.m.	00:00	2	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Ramjan Mia	Total Days	31 Days
Bank A/C	213.103.1264960	Present	25 Days
Employee ID	3000120	Late	1 Days
Designation	Technician	Absent	0 Day
Section	CNS	Working Days	25 Days
Department	Production	Total OT	2 Hours
Punch Card	120	Weekend	4 Days
Date of Joining	July 1, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:22 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:19 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:17 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	7:27 p.m.	00:00	2	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	4:52 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	11:57 a.m.	5:20 p.m.	3:42	-	Late	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Anowar Hossain-3	Total Days	31 Days
Bank A/C	213.103.1308608	Present	24 Days
Employee ID	3000122	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	CNS-PD	Working Days	25 Days
Department	Product Development	Total OT	13 Hours
Punch Card	122	Weekend	4 Days
Date of Joining	July 6, 2019	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:16 p.m.	0:0	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:22 a.m.	5:04 p.m.	0:7	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:24 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:33 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:43 p.m.	00:00	-	Present	-
10-03-2022	Thu	S-12:00AM	midnight	8 a.m.	12:15 a.m.	10:15 p.m.	0:15	13	Present	On Duty (United Health care)
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:17 p.m.	0:1	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:19 p.m.	0:0	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:23 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:19 a.m.	5:17 p.m.	0:4	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:19 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:21 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:22 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:20 a.m.	5:15 p.m.	0:5	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:19 p.m.	0:1	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:19 p.m.	0:1	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:21 a.m.	5:39 p.m.	0:6	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Mamun Miah	Total Days	31 Days
Bank A/C	213.103.1360336	Present	22 Days
Employee ID	3000195	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	CNS-PD	Working Days	25 Days
Department	Product Development	Total OT	0 Hour
Punch Card	195	Weekend	4 Days
Date of Joining	Jan. 21, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 3 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:19 p.m.	0:1	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:20 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:23 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:22 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	0:0	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:39 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Ajay Chandra Barman	Total Days	31 Days
Bank A/C	213.103.1343945	Present	25 Days
Employee ID	3000153	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Metal	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	153	Weekend	4 Days
Date of Joining	Nov. 16, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Jhantu Majhi	Total Days	31 Days
Bank A/C	237.103.70144	Present	25 Days
Employee ID	3000020	Late	0 Day
Designation	Fork Lift Driver	Absent	0 Day
Section	Store	Working Days	25 Days
Department	Supply Chain	Total OT	18 Hours
Punch Card	20	Weekend	4 Days
Date of Joining	Oct. 1, 2018	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:21 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	7:08 p.m.	00:00	2	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:50 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:36 a.m.	5:16 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	7:18 p.m.	00:00	2	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	6:02 a.m.	7:15 p.m.	00:00	2	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	8:16 p.m.	00:00	3	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:20 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	6:13 p.m.	00:00	1	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	9:34 p.m.	00:00	4	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	6:17 p.m.	00:00	1	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:20 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	7:18 p.m.	00:00	2	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	6:15 p.m.	00:00	1	Present	-

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Job Card for the Month of March, 2022

Name	Md. Sojol Sarder Rabbi	Total Days	31 Days
Bank A/C	213.103.1415260	Present	20 Days
Employee ID	3000221	Late	0 Day
Designation	Delivery Man	Absent	1 Days
Section	Delivery	Working Days	25 Days
Department	Distribution & Logistics	Total OT	149 Hours
Punch Card	221	Weekend	4 Days
Date of Joining	July 8, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 3 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	8:15 p.m.	00:00	3	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	11:15 p.m.	00:00	6	Present	-
03-03-2022	Thu	Shift-A (06AM)	6 a.m.	2 p.m.	6:15 a.m.	10:15 p.m.	0:15	7	Present	-
04-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	11:15 a.m.	00:00	3	W-Present	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	-
07-03-2022	Mon	S-12:00AM	midnight	8 a.m.	12:15 a.m.	11:15 p.m.	0:15	14	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	11:15 p.m.	00:00	6	Present	-
09-03-2022	Wed	S-12:00AM	midnight	8 a.m.	12:15 a.m.	11:15 p.m.	0:15	14	Present	-
10-03-2022	Thu	Shift-A (06AM)	6 a.m.	2 p.m.	6:15 a.m.	10:15 p.m.	0:15	7	Present	-
11-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 a.m.	00:00	2	W-Present	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	7:15 p.m.	00:00	2	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	S-12:00AM	midnight	8 a.m.	12:15 a.m.	7:06 p.m.	0:15	10	Present	-
21-03-2022	Mon	S-12:00AM	midnight	8 a.m.	12:15 a.m.	8:15 p.m.	0:15	11	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	-
24-03-2022	Thu	SSA	7 a.m.	4 p.m.	7:15 a.m.	11:15 p.m.	0:15	7	Present	-
25-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 a.m.	00:00	2	W-Present	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	7:15 p.m.	00:00	10	H-Present	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	6:15 p.m.	00:00	1	Present	-
28-03-2022	Mon	S-12:00AM	midnight	8 a.m.	12:15 a.m.	9:15 p.m.	0:15	12	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	-

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Job Card for the Month of March, 2022

Name	Ms. Asma Begum	Total Days	31 Days
Bank A/C	213.103.1343795	Present	25 Days
Employee ID	3000090	Late	0 Day
Designation	Cleaner	Absent	0 Day
Section	Admin	Working Days	25 Days
Department	HR & Admin	Total OT	9 Hours
Punch Card	90	Weekend	4 Days
Date of Joining	April 8, 2019	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:39 a.m.	4:03 p.m.	00:00	-	Present	-
02-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:23 a.m.	4:06 p.m.	00:00	-	Present	-
03-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:24 a.m.	4 p.m.	00:00	-	Present	-
04-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	9 a.m.	5 p.m.	0:45	7	W-Present	-
05-03-2022	Sat	SSA	7 a.m.	4 p.m.	6:37 a.m.	4:01 p.m.	00:00	-	Present	-
06-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:40 a.m.	4:20 p.m.	00:00	-	Present	-
07-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:34 a.m.	4:01 p.m.	00:00	-	Present	-
08-03-2022	Tue	SSA	7 a.m.	4 p.m.	6 a.m.	3:02 p.m.	00:00	-	Present	-
09-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:35 a.m.	4:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:33 a.m.	4 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	SSA	7 a.m.	4 p.m.	6:41 a.m.	4 p.m.	00:00	-	Present	-
13-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:46 a.m.	4 p.m.	00:00	-	Present	-
14-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:39 a.m.	4:03 p.m.	00:00	-	Present	-
15-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:39 a.m.	4 p.m.	00:00	-	Present	-
16-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:44 a.m.	4:02 p.m.	00:00	-	Present	-
17-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:40 a.m.	4:02 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:45 a.m.	6:02 p.m.	00:00	2	Present	-
21-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:48 a.m.	4 p.m.	00:00	-	Present	-
22-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:56 a.m.	4:01 p.m.	00:00	-	Present	-
23-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:40 a.m.	4:01 p.m.	00:00	-	Present	-
24-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:35 a.m.	4:07 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	SSA	7 a.m.	4 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	Shift-A (06AM)	6 a.m.	2 p.m.	6:02 a.m.	3:02 p.m.	0:2	-	Present	-
28-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:44 a.m.	4 p.m.	00:00	-	Present	-
29-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:36 a.m.	4:04 p.m.	00:00	-	Present	-
30-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:39 a.m.	4:02 p.m.	00:00	-	Present	-
31-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:45 a.m.	4 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Atik Mia	Total Days	31 Days
Bank A/C	213.103.1450342	Present	25 Days
Employee ID	3000263	Late	1 Days
Designation	Office Assistant	Absent	0 Day
Section	Admin	Working Days	25 Days
Department	HR & Admin	Total OT	31 Hours
Punch Card	263	Weekend	4 Days
Date of Joining	Sept. 8, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	7 a.m.	4 p.m.	7:16 a.m.	5:08 p.m.	0:16	1	Late	-
02-03-2022	Wed	General Factory	7 a.m.	4 p.m.	6:55 a.m.	7:28 p.m.	00:00	3	Present	-
03-03-2022	Thu	General Factory	7 a.m.	4 p.m.	7:09 a.m.	7:42 p.m.	0:9	3	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	SSA	7 a.m.	4 p.m.	6:58 a.m.	5:28 p.m.	00:00	1	Present	-
06-03-2022	Sun	SSA	7 a.m.	4 p.m.	7:05 a.m.	10:05 p.m.	0:5	6	Present	On Duty(HR Related from Mawna))
07-03-2022	Mon	General Factory	7 a.m.	4 p.m.	6:47 a.m.	7:37 p.m.	00:00	3	Present	-
08-03-2022	Tue	SSA	7 a.m.	4 p.m.	7 a.m.	4:37 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	7 a.m.	4 p.m.	7 a.m.	7:56 p.m.	0:0	4	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:54 a.m.	12:55 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:29 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:27 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:55 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:19 a.m.	6:07 p.m.	0:4	1	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	7:54 p.m.	00:00	2	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:48 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	6:35 p.m.	00:00	1	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	7:49 p.m.	0:0	2	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	6:36 p.m.	0:1	1	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:30 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:19 a.m.	5:34 p.m.	0:4	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	8:15 p.m.	00:00	3	Present	ON Duty (Mohakhali)
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:20 a.m.	5:49 p.m.	0:5	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:50 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:36 p.m.	0:0	-	Present	-

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Job Card for the Month of March, 2022

Name	Abdur Rahman	Total Days	31 Days
Bank A/C	259.151.0084595	Present	25 Days
Employee ID	3000228	Late	0 Day
Designation	Asst. Technician	Absent	0 Day
Section	Mechanical	Working Days	25 Days
Department	Maintenance	Total OT	1 Hour
Punch Card	228	Weekend	4 Days
Date of Joining	Aug. 4, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:21 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	Shift-B (2pm)	2 p.m.	10 p.m.	1:56 p.m.	10 p.m.	00:00	-	Present	-
06-03-2022	Sun	Shift-B (2pm)	2 p.m.	10 p.m.	1:58 p.m.	10:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	Shift-B (2pm)	2 p.m.	10 p.m.	1:57 p.m.	10:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	Shift-B (2pm)	2 p.m.	10 p.m.	1:56 p.m.	10 p.m.	00:00	-	Present	-
09-03-2022	Wed	Shift-B (2pm)	2 p.m.	10 p.m.	1:53 p.m.	10 p.m.	00:00	-	Present	-
10-03-2022	Thu	Shift-B (2pm)	2 p.m.	10 p.m.	1:55 p.m.	11:15 p.m.	00:00	1	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	Shift-A (06AM)	6 a.m.	2 p.m.	5:53 a.m.	2:10 p.m.	00:00	-	Present	-
13-03-2022	Sun	Shift-A (06AM)	6 a.m.	2 p.m.	5:54 a.m.	2:07 p.m.	00:00	-	Present	-
14-03-2022	Mon	Shift-A (06AM)	6 a.m.	2 p.m.	5:55 a.m.	2 p.m.	00:00	-	Present	-
15-03-2022	Tue	Shift-A (06AM)	6 a.m.	2 p.m.	5:48 a.m.	2 p.m.	00:00	-	Present	-
16-03-2022	Wed	Shift-A (06AM)	6 a.m.	2 p.m.	5:54 a.m.	2:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	Shift-B (2pm)	2 p.m.	10 p.m.	12:55 p.m.	9 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	5:55 a.m.	2:01 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:17 p.m.	0:1	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	Shift-B (2pm)	2 p.m.	10 p.m.	1:54 p.m.	10 p.m.	00:00	-	Present	-
29-03-2022	Tue	Shift-B (2pm)	2 p.m.	10 p.m.	1:58 p.m.	10 p.m.	00:00	-	Present	-
30-03-2022	Wed	Shift-B (2pm)	2 p.m.	10 p.m.	1:55 p.m.	10:01 p.m.	00:00	-	Present	-
31-03-2022	Thu	Shift-B (2pm)	2 p.m.	10 p.m.	2:01 p.m.	10:15 p.m.	0:1	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Samim Fakir	Total Days	31 Days
Bank A/C	259.151.0084602	Present	25 Days
Employee ID	3000229	Late	0 Day
Designation	Asst. Technician	Absent	0 Day
Section	Electrical	Working Days	25 Days
Department	Maintenance	Total OT	1 Hour
Punch Card	229	Weekend	4 Days
Date of Joining	Aug. 4, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	Shift-A (06AM)	6 a.m.	2 p.m.	5:56 a.m.	2:01 p.m.	00:00	-	Present	-
02-03-2022	Wed	Shift-B (2pm)	2 p.m.	10 p.m.	1:54 p.m.	10 p.m.	00:00	-	Present	-
03-03-2022	Thu	Shift-B (2pm)	2 p.m.	10 p.m.	1:53 p.m.	10 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	Shift-A (06AM)	6 a.m.	2 p.m.	5:59 a.m.	2:01 p.m.	00:00	-	Present	-
06-03-2022	Sun	Shift-A (06AM)	6 a.m.	2 p.m.	5:59 a.m.	2:01 p.m.	00:00	-	Present	-
07-03-2022	Mon	Shift-A (06AM)	6 a.m.	2 p.m.	5:54 a.m.	2:01 p.m.	00:00	-	Present	-
08-03-2022	Tue	Shift-A (06AM)	6 a.m.	2 p.m.	5:57 a.m.	2:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	Shift-A (06AM)	6 a.m.	2 p.m.	6:13 a.m.	2:15 p.m.	0:13	-	Present	-
10-03-2022	Thu	Shift-A (06AM)	6 a.m.	2 p.m.	5:55 a.m.	2 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	5:57 a.m.	2:02 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	Shift-A (06AM)	6 a.m.	2 p.m.	5:59 a.m.	2:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:15 p.m.	0:2	-	Present	-
21-03-2022	Mon	Shift-B (2pm)	2 p.m.	10 p.m.	1:52 p.m.	10:17 p.m.	00:00	-	Present	-
22-03-2022	Tue	Shift-B (2pm)	2 p.m.	10 p.m.	1:48 p.m.	10:22 p.m.	00:00	-	Present	-
23-03-2022	Wed	Shift-B (2pm)	2 p.m.	10 p.m.	1:57 p.m.	10 p.m.	00:00	-	Present	-
24-03-2022	Thu	Shift-B (2pm)	2 p.m.	10 p.m.	1:44 p.m.	11:10 p.m.	00:00	1	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	Shift-A (06AM)	6 a.m.	2 p.m.	6:08 a.m.	2 p.m.	0:8	-	Present	-
28-03-2022	Mon	Shift-A (06AM)	6 a.m.	2 p.m.	5:57 a.m.	2:03 p.m.	00:00	-	Present	-
29-03-2022	Tue	Shift-A (06AM)	6 a.m.	2 p.m.	5:50 a.m.	2 p.m.	00:00	-	Present	-
30-03-2022	Wed	Shift-A (06AM)	6 a.m.	2 p.m.	6:02 a.m.	2:15 p.m.	0:2	-	Present	-
31-03-2022	Thu	Shift-A (06AM)	6 a.m.	2 p.m.	5:44 a.m.	2 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Habibur Rahaman	Total Days	31 Days
Bank A/C	237.103.0070186	Present	25 Days
Employee ID	3000234	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	28 Hours
Punch Card	234	Weekend	4 Days
Date of Joining	Aug. 8, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:21 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	7:28 p.m.	00:00	2	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:33 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:38 a.m.	5:26 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	9:20 p.m.	00:00	4	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:24 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:19 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	9:15 p.m.	00:00	4	Present	On Duty (Customer Care)
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	10:22 p.m.	00:00	5	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	10:15 p.m.	00:00	5	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	10:22 p.m.	00:00	5	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	8:24 p.m.	00:00	3	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:20 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:27 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Masud Mia	Total Days	31 Days
Bank A/C	122.151.112945	Present	25 Days
Employee ID	3000210	Late	2 Days
Designation	Sr. Technician	Absent	0 Day
Section	Wood (Carpentry)-PD	Working Days	25 Days
Department	Product Development	Total OT	13 Hours
Punch Card	210	Weekend	4 Days
Date of Joining	March 1, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:27 a.m.	5:29 p.m.	0:12	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:46 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:37 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	9:25 a.m.	5:15 p.m.	1:10	-	Late	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:16 p.m.	0:0	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:23 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	4:31 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:26 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	8:07 a.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:08 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:38 a.m.	10:23 p.m.	0:23	5	Late	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	10:15 p.m.	00:00	5	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	8:16 p.m.	0:0	3	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:49 p.m.	0:0	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:10 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:22 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	6:04 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	3:55 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Kajoli Malo	Total Days	31 Days
Bank A/C	236.103.49067	Present	23 Days
Employee ID	3000212	Late	0 Day
Designation	Asst. Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	212	Weekend	4 Days
Date of Joining	March 10, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:17 p.m.	0:0	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:16 p.m.	0:3	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:19 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Mahbob Mia	Total Days	31 Days
Bank A/C	213.103.1402297	Present	25 Days
Employee ID	3000218	Late	0 Day
Designation	Asst. Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	218	Weekend	4 Days
Date of Joining	June 16, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:20 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:25 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:20 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:20 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:19 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:21 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:20 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Eman Ali	Total Days	31 Days
Bank A/C	213.103.1431728	Present	25 Days
Employee ID	3000233	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	15 Hours
Punch Card	233	Weekend	4 Days
Date of Joining	Aug. 8, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:52 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:20 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:19 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:19 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:29 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:21 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:17 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:18 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	10:20 p.m.	00:00	5	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	10:15 p.m.	00:00	5	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	10:21 p.m.	00:00	5	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:19 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:19 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Rasel Shekh	Total Days	31 Days
Bank A/C	213.103.1450272	Present	25 Days
Employee ID	3000257	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	1 Hour
Punch Card	257	Weekend	4 Days
Date of Joining	Sept. 1, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:54 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	6:21 p.m.	00:00	1	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:25 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Sonjit Soren	Total Days	31 Days
Bank A/C	213.103.1450337	Present	25 Days
Employee ID	3000265	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	5 Hours
Punch Card	265	Weekend	4 Days
Date of Joining	Sept. 8, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:16 p.m.	0:2	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:20 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	8:24 p.m.	00:00	3	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:17 p.m.	0:1	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:21 a.m.	5:24 p.m.	0:6	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:20 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:25 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	0:0	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:22 p.m.	0:0	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:19 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:15 p.m.	0:3	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:28 a.m.	5:19 p.m.	0:13	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	7:17 p.m.	0:0	2	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:18 p.m.	0:0	-	Present	-

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Job Card for the Month of March, 2022

Name	Shamema Khaton	Total Days	31 Days
Bank A/C	213.103.1431936	Present	24 Days
Employee ID	3000243	Late	0 Day
Designation	Cleaner	Absent	0 Day
Section	Admin	Working Days	25 Days
Department	HR & Admin	Total OT	9 Hours
Punch Card	243	Weekend	4 Days
Date of Joining	Aug. 24, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	SSA	7 a.m.	4 p.m.	7:05 a.m.	4:06 p.m.	0:5	-	Present	-
02-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:49 a.m.	4 p.m.	00:00	-	Present	-
03-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:52 a.m.	4:01 p.m.	00:00	-	Present	-
04-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	9 a.m.	5 p.m.	0:45	7	W-Present	-
05-03-2022	Sat	SSA	7 a.m.	4 p.m.	6:57 a.m.	4:01 p.m.	00:00	-	Present	-
06-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:53 a.m.	4:13 p.m.	00:00	-	Present	-
07-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:53 a.m.	4:01 p.m.	00:00	-	Present	-
08-03-2022	Tue	SSA	7 a.m.	4 p.m.	6 a.m.	3:04 p.m.	00:00	-	Present	-
09-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:45 a.m.	4:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:50 a.m.	4:02 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	SSA	7 a.m.	4 p.m.	6:56 a.m.	4:01 p.m.	00:00	-	Present	-
13-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:57 a.m.	4 p.m.	00:00	-	Present	-
14-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:47 a.m.	4:06 p.m.	00:00	-	Present	-
15-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:52 a.m.	4:05 p.m.	00:00	-	Present	-
16-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:56 a.m.	4:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	SSA	7 a.m.	4 p.m.	7:07 a.m.	4:05 p.m.	0:7	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	SSA	7 a.m.	4 p.m.	7:02 a.m.	6:02 p.m.	0:2	2	Present	-
21-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:57 a.m.	4:02 p.m.	00:00	-	Present	-
22-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:08 a.m.	noon	00:00	-	Present	-
23-03-2022	Wed	SSA	7 a.m.	4 p.m.	-	-	00:00	-	Leave	-
24-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:04 a.m.	3:04 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	SSA	7 a.m.	4 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:08 a.m.	3:02 p.m.	00:00	-	Present	-
28-03-2022	Mon	SSA	7 a.m.	4 p.m.	7:08 a.m.	4:07 p.m.	0:8	-	Present	-
29-03-2022	Tue	SSA	7 a.m.	4 p.m.	7:07 a.m.	4:06 p.m.	0:7	-	Present	-
30-03-2022	Wed	SSA	7 a.m.	4 p.m.	7:06 a.m.	4:01 p.m.	0:6	-	Present	-
31-03-2022	Thu	SSA	7 a.m.	4 p.m.	7:07 a.m.	4:08 p.m.	0:7	-	Present	-

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Job Card for the Month of March, 2022

Name	Mst. Rehena Khatun	Total Days	31 Days
Bank A/C	213.103.1431957	Present	25 Days
Employee ID	3000244	Late	0 Day
Designation	Helper	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	244	Weekend	4 Days
Date of Joining	Aug. 24, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Mst Jannatun	Total Days	31 Days
Bank A/C	213.103.1431962	Present	23 Days
Employee ID	3000249	Late	0 Day
Designation	Helper	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	249	Weekend	4 Days
Date of Joining	Aug. 24, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:17 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:16 p.m.	0:3	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:18 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Mst Momina Begum	Total Days	31 Days
Bank A/C	213.103.1432057	Present	25 Days
Employee ID	3000251	Late	0 Day
Designation	Cleaner	Absent	0 Day
Section	Admin	Working Days	25 Days
Department	HR & Admin	Total OT	9 Hours
Punch Card	251	Weekend	4 Days
Date of Joining	Aug. 24, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	SSA	7 a.m.	4 p.m.	7:04 a.m.	4:03 p.m.	0:4	-	Present	-
02-03-2022	Wed	SSA	7 a.m.	4 p.m.	7 a.m.	4 p.m.	00:00	-	Present	-
03-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:54 a.m.	4:01 p.m.	00:00	-	Present	-
04-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	9 a.m.	5 p.m.	0:45	7	W-Present	-
05-03-2022	Sat	SSA	7 a.m.	4 p.m.	6:53 a.m.	4:01 p.m.	00:00	-	Present	-
06-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:56 a.m.	4:10 p.m.	00:00	-	Present	-
07-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:57 a.m.	4:01 p.m.	00:00	-	Present	-
08-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:16 a.m.	3:03 p.m.	00:00	-	Present	-
09-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:15 a.m.	4 p.m.	00:00	-	Present	-
10-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:59 a.m.	4 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	SSA	7 a.m.	4 p.m.	6:54 a.m.	4 p.m.	00:00	-	Present	-
13-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:52 a.m.	4:01 p.m.	00:00	-	Present	-
14-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:57 a.m.	4:03 p.m.	00:00	-	Present	-
15-03-2022	Tue	SSA	7 a.m.	4 p.m.	7:02 a.m.	4 p.m.	0:2	-	Present	-
16-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:58 a.m.	4:02 p.m.	00:00	-	Present	-
17-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:56 a.m.	4:06 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:54 a.m.	6:01 p.m.	00:00	2	Present	-
21-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:46 a.m.	4:02 p.m.	00:00	-	Present	-
22-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:58 a.m.	4:01 p.m.	00:00	-	Present	-
23-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:57 a.m.	4:02 p.m.	00:00	-	Present	-
24-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:52 a.m.	4 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	SSA	7 a.m.	4 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:08 a.m.	3:01 p.m.	00:00	-	Present	-
28-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:40 a.m.	4 p.m.	00:00	-	Present	-
29-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:49 a.m.	4:01 p.m.	00:00	-	Present	-
30-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:50 a.m.	4 p.m.	00:00	-	Present	-
31-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:51 a.m.	4:09 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Shahina Khatun	Total Days	31 Days
Bank A/C	213.103.1431978	Present	22 Days
Employee ID	3000253	Late	0 Day
Designation	Helper	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	253	Weekend	4 Days
Date of Joining	Aug. 24, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 3 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	1:02 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:18 p.m.	0:1	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:20 a.m.	5:17 p.m.	0:5	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Shamola Khatun	Total Days	31 Days
Bank A/C	213.103.1431780	Present	25 Days
Employee ID	3000255	Late	0 Day
Designation	Helper	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	255	Weekend	4 Days
Date of Joining	Aug. 24, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	4:50 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:20 p.m.	0:3	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:21 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Shamim Molla	Total Days	31 Days
Bank A/C	213.103.1415243	Present	22 Days
Employee ID	3000223	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Metal	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	223	Weekend	4 Days
Date of Joining	July 11, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 3 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Mostafa Prodhon	Total Days	31 Days
Bank A/C	193.103.35878	Present	19 Days
Employee ID	3000224	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	224	Weekend	4 Days
Date of Joining	July 13, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 0 SL: 6 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Abul Kalam	Total Days	31 Days
Bank A/C	213.103.1415351	Present	25 Days
Employee ID	3000225	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	CNS	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	225	Weekend	4 Days
Date of Joining	July 14, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:20 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:28 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:22 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:21 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:22 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:22 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:24 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:28 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:26 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:26 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:25 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:47 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:21 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:22 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:19 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:20 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:32 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:27 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md Mahbub Alam	Total Days	31 Days
Bank A/C	213.103.1415255	Present	24 Days
Employee ID	3000226	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	226	Weekend	4 Days
Date of Joining	July 16, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:23 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:21 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:52 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:19 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:23 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:29 a.m.	5:22 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:41 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:19 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:21 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:22 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:20 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:21 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:21 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:24 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:21 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:20 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:20 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Harun Mondol	Total Days	31 Days
Bank A/C	213.103.1431850	Present	23 Days
Employee ID	3000232	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	232	Weekend	4 Days
Date of Joining	Aug. 5, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:23 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:21 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:28 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:30 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:21 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:22 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:22 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	1 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:20 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:27 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:22 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Samim Islam Mukul	Total Days	31 Days
Bank A/C	213.103.1431871	Present	23 Days
Employee ID	3000236	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Metal	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	236	Weekend	4 Days
Date of Joining	Aug. 17, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	1 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	0:0	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Tonmoy Simsang	Total Days	31 Days
Bank A/C	213.103.1431892	Present	24 Days
Employee ID	3000239	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Saw & Seasoning	Working Days	25 Days
Department	Production	Total OT	16 Hours
Punch Card	239	Weekend	4 Days
Date of Joining	Aug. 18, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	Shift-A (06AM)	6 a.m.	2 p.m.	5:54 a.m.	2:01 p.m.	00:00	-	Present	-
09-03-2022	Wed	Shift-A (06AM)	6 a.m.	2 p.m.	6:15 a.m.	2:15 p.m.	0:15	-	Present	-
10-03-2022	Thu	Shift-A (06AM)	6 a.m.	2 p.m.	5:56 a.m.	2:02 p.m.	00:00	-	Present	-
11-03-2022	Fri	Shift-A (06AM)	6 a.m.	2 p.m.	6:15 a.m.	3:15 p.m.	0:15	8	W-Present	-
12-03-2022	Sat	Shift-A (06AM)	6 a.m.	2 p.m.	5:54 a.m.	2:03 p.m.	00:00	-	Present	-
13-03-2022	Sun	Shift-B (2pm)	2 p.m.	10 p.m.	1:58 p.m.	10:02 p.m.	00:00	-	Present	-
14-03-2022	Mon	Shift-B (2pm)	2 p.m.	10 p.m.	1:58 p.m.	10:01 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:20 p.m.	00:00	-	Present	-
18-03-2022	Fri	Shift-B (2pm)	2 p.m.	10 p.m.	2:15 p.m.	10:15 p.m.	0:15	8	W-Present	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	0:0	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Mizanur Rahman Mondol	Total Days	31 Days
Bank A/C	213.103.1450288	Present	25 Days
Employee ID	3000264	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Metal	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	264	Weekend	4 Days
Date of Joining	Sept. 8, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:31 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:36 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	4:54 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:01 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Jakirul Islam	Total Days	31 Days
Bank A/C	213.103.1373859	Present	20 Days
Employee ID	3000207	Late	0 Day
Designation	Technician	Absent	3 Days
Section	CNS	Working Days	25 Days
Department	Production	Total OT	4 Hours
Punch Card	207	Weekend	4 Days
Date of Joining	Feb. 9, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:21 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:22 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:28 p.m.	00:00	-	Present	-
11-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	9:15 a.m.	1:15 p.m.	1:0	4	W-Present	On Duty (Scissors Shun)
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:22 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:22 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	1:02 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:20 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:20 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:20 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Nurul Amin	Total Days	31 Days
Bank A/C	213.103.1402304	Present	22 Days
Employee ID	3000217	Late	0 Day
Designation	Technician	Absent	3 Days
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	217	Weekend	4 Days
Date of Joining	June 8, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:24 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Emran Sorkar	Total Days	31 Days
Bank A/C	213.103.1415367	Present	21 Days
Employee ID	3000227	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Metal	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	227	Weekend	4 Days
Date of Joining	July 18, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 4 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	5:59 a.m.	2:03 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	12:59 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Imran Hossen	Total Days	31 Days
Bank A/C	213.103.1431803	Present	23 Days
Employee ID	3000230	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	1 Hour
Punch Card	230	Weekend	4 Days
Date of Joining	Aug. 5, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	6:21 p.m.	00:00	1	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:24 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:16 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Hanif	Total Days	31 Days
Bank A/C	213.103.1450251	Present	25 Days
Employee ID	3000256	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Lacquer-PD	Working Days	25 Days
Department	Product Development	Total OT	24 Hours
Punch Card	256	Weekend	4 Days
Date of Joining	Sept. 1, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	7:28 p.m.	00:00	2	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:17 p.m.	0:2	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:52 a.m.	5:24 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	9:18 p.m.	00:00	4	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	10:20 p.m.	00:00	5	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	10:15 p.m.	00:00	5	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	10:21 p.m.	00:00	5	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	8:24 p.m.	00:00	3	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Rabiul Islam	Total Days	31 Days
Bank A/C	213.103.1450246	Present	16 Days
Employee ID	3000258	Late	0 Day
Designation	Technician	Absent	3 Days
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	258	Weekend	4 Days
Date of Joining	Sept. 1, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 6 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:19 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Musa	Total Days	31 Days
Bank A/C	213.103.1464259	Present	25 Days
Employee ID	3000271	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	2 Hours
Punch Card	271	Weekend	4 Days
Date of Joining	Oct. 12, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:17 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:20 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	7:18 p.m.	00:00	2	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md Emran Hossain	Total Days	31 Days
Bank A/C	213.103.1465693	Present	24 Days
Employee ID	3000272	Late	0 Day
Designation	Sr. Technician	Absent	1 Days
Section	Wood (Machine)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	272	Weekend	4 Days
Date of Joining	Oct. 12, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:22 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:20 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:10 a.m.	5:25 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:18 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:20 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:20 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Sahidul Islam	Total Days	31 Days
Bank A/C	213.103.1450267	Present	25 Days
Employee ID	3000267	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	267	Weekend	4 Days
Date of Joining	Sept. 15, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:22 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:20 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:32 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:25 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:20 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	1:01 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:23 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:19 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:19 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	1 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:19 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:21 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:02 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:21 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Rakibul Hasan	Total Days	31 Days
Bank A/C	213.103.1496114	Present	24 Days
Employee ID	3000311	Late	0 Day
Designation	Delivery Man	Absent	0 Day
Section	Delivery	Working Days	25 Days
Department	Distribution & Logistics	Total OT	176 Hours
Punch Card	311	Weekend	4 Days
Date of Joining	Dec. 12, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	-
03-03-2022	Thu	Shift-A (06AM)	6 a.m.	2 p.m.	6:15 a.m.	10:15 p.m.	0:15	7	Present	-
04-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	7:15 a.m.	11:15 p.m.	00:00	15	W-Present	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
06-03-2022	Sun	S-12:00AM	midnight	8 a.m.	12:15 a.m.	11:15 p.m.	0:15	14	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	11:15 p.m.	00:00	6	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	-
11-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	8	W-Present	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	-
13-03-2022	Sun	S-12:00AM	midnight	8 a.m.	12:15 a.m.	11:15 p.m.	0:15	14	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	8:15 p.m.	00:00	3	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	S-12:00AM	midnight	8 a.m.	12:15 a.m.	10:15 p.m.	0:15	13	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	11:15 p.m.	00:00	6	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	7:15 p.m.	00:00	2	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	8:15 p.m.	00:00	3	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	-
25-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	12:15 p.m.	00:00	4	W-Present	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	8:15 p.m.	00:00	11	H-Present	-
27-03-2022	Sun	S-12:00AM	midnight	8 a.m.	12:15 a.m.	9:15 p.m.	0:15	12	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	8:15 p.m.	00:00	3	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	7:15 p.m.	00:00	2	Present	-
31-03-2022	Thu	Shift-A (06AM)	6 a.m.	2 p.m.	6:15 a.m.	10:15 p.m.	0:15	7	Present	-

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Job Card for the Month of March, 2022

Name	Md. Habibur Rahman	Total Days	31 Days
Bank A/C	213.103.1495752	Present	25 Days
Employee ID	3000309	Late	0 Day
Designation	Cleaner	Absent	0 Day
Section	Admin	Working Days	25 Days
Department	HR & Admin	Total OT	9 Hours
Punch Card	309	Weekend	4 Days
Date of Joining	Dec. 9, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	SSA	7 a.m.	4 p.m.	7:03 a.m.	4:06 p.m.	0:3	-	Present	-
02-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:59 a.m.	4:10 p.m.	00:00	-	Present	-
03-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:58 a.m.	4 p.m.	00:00	-	Present	-
04-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	9 a.m.	5 p.m.	0:45	7	W-Present	-
05-03-2022	Sat	SSA	7 a.m.	4 p.m.	7:01 a.m.	4:01 p.m.	0:1	-	Present	-
06-03-2022	Sun	SSA	7 a.m.	4 p.m.	7:01 a.m.	4:11 p.m.	0:1	-	Present	-
07-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:59 a.m.	4:02 p.m.	00:00	-	Present	-
08-03-2022	Tue	SSA	7 a.m.	4 p.m.	7:01 a.m.	4 p.m.	0:1	-	Present	-
09-03-2022	Wed	SSA	7 a.m.	4 p.m.	7 a.m.	4:02 p.m.	0:0	-	Present	-
10-03-2022	Thu	SSA	7 a.m.	4 p.m.	7:01 a.m.	4:16 p.m.	0:1	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	SSA	7 a.m.	4 p.m.	7:03 a.m.	7:03 a.m.	0:3	-	Present	-
13-03-2022	Sun	SSA	7 a.m.	4 p.m.	7:04 a.m.	4 p.m.	0:4	-	Present	-
14-03-2022	Mon	SSA	7 a.m.	4 p.m.	7:03 a.m.	4:09 p.m.	0:3	-	Present	-
15-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:58 a.m.	4:03 p.m.	00:00	-	Present	-
16-03-2022	Wed	SSA	7 a.m.	4 p.m.	7:03 a.m.	4:02 p.m.	0:3	-	Present	-
17-03-2022	Thu	SSA	7 a.m.	4 p.m.	7:06 a.m.	4:02 p.m.	0:6	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	SSA	7 a.m.	4 p.m.	7:02 a.m.	6:02 p.m.	0:2	2	Present	-
21-03-2022	Mon	SSA	7 a.m.	4 p.m.	7:02 a.m.	4:05 p.m.	0:2	-	Present	-
22-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:57 a.m.	4 p.m.	00:00	-	Present	-
23-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:58 a.m.	4:02 p.m.	00:00	-	Present	-
24-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:58 a.m.	4:04 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	SSA	7 a.m.	4 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:08 a.m.	2 p.m.	00:00	-	Present	-
28-03-2022	Mon	SSA	7 a.m.	4 p.m.	7:03 a.m.	4:03 p.m.	0:3	-	Present	-
29-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:59 a.m.	4 p.m.	00:00	-	Present	-
30-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:52 a.m.	4:13 p.m.	00:00	-	Present	-
31-03-2022	Thu	SSA	7 a.m.	4 p.m.	7:03 a.m.	4:06 p.m.	0:3	-	Present	-

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Job Card for the Month of March, 2022

Name	Dhulal Miah	Total Days	31 Days
Bank A/C	293.103.0108240	Present	25 Days
Employee ID	3000302	Late	0 Day
Designation	Asst. Technician	Absent	0 Day
Section	Electrical	Working Days	25 Days
Department	Maintenance	Total OT	2 Hours
Punch Card	302	Weekend	4 Days
Date of Joining	Dec. 1, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	Shift-B (2pm)	2 p.m.	10 p.m.	1:58 p.m.	10:01 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	6:07 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	Shift-A (06AM)	6 a.m.	2 p.m.	5:57 a.m.	2:27 p.m.	00:00	-	Present	-
04-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	10:15 a.m.	12:15 p.m.	2:0	2	W-Present	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:43 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:38 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:21 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	Shift-B (2pm)	2 p.m.	10 p.m.	1:57 p.m.	10:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	Shift-B (2pm)	2 p.m.	10 p.m.	1:54 p.m.	10:02 p.m.	00:00	-	Present	-
14-03-2022	Mon	Shift-B (2pm)	2 p.m.	10 p.m.	1:57 p.m.	10:02 p.m.	00:00	-	Present	-
15-03-2022	Tue	Shift-B (2pm)	2 p.m.	10 p.m.	1:58 p.m.	10:02 p.m.	00:00	-	Present	-
16-03-2022	Wed	Shift-B (2pm)	2 p.m.	10 p.m.	1:54 p.m.	10:01 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	4:01 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	Shift-B (2pm)	2 p.m.	10 p.m.	1:54 p.m.	10:30 p.m.	00:00	-	Present	-
21-03-2022	Mon	Shift-A (06AM)	6 a.m.	2 p.m.	5:48 a.m.	2:03 p.m.	00:00	-	Present	-
22-03-2022	Tue	Shift-A (06AM)	6 a.m.	2 p.m.	5:58 a.m.	2:02 p.m.	00:00	-	Present	-
23-03-2022	Wed	Shift-A (06AM)	6 a.m.	2 p.m.	5:56 a.m.	2:02 p.m.	00:00	-	Present	-
24-03-2022	Thu	Shift-A (06AM)	6 a.m.	2 p.m.	5:59 a.m.	2:02 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	Shift-B (2pm)	2 p.m.	10 p.m.	1:54 p.m.	10:02 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:24 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Saidul Munsir	Total Days	31 Days
Bank A/C	213.103.1373801	Present	25 Days
Employee ID	3000289	Late	0 Day
Designation	Asst. Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	5 Hours
Punch Card	289	Weekend	4 Days
Date of Joining	Dec. 1, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:25 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:23 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:27 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	8:26 p.m.	00:00	3	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:25 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:19 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:23 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	7:16 p.m.	00:00	2	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Jibon Chandra Roy	Total Days	31 Days
Bank A/C	213.103.1373817	Present	24 Days
Employee ID	3000290	Late	0 Day
Designation	Asst. Technician	Absent	1 Days
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	10 Hours
Punch Card	290	Weekend	4 Days
Date of Joining	Dec. 1, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:16 p.m.	0:0	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:46 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	10:24 p.m.	00:00	5	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:23 a.m.	10:15 p.m.	0:8	5	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:23 p.m.	0:1	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:49 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:19 p.m.	0:0	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	1:01 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Sujan Shekh	Total Days	31 Days
Bank A/C	213.103.1230743	Present	25 Days
Employee ID	3000305	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	305	Weekend	4 Days
Date of Joining	Dec. 3, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:32 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:25 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:20 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:14 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Rana Mia	Total Days	31 Days
Bank A/C	213.103.1496146	Present	24 Days
Employee ID	3000362	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	362	Weekend	4 Days
Date of Joining	Dec. 19, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:21 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:26 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:23 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:27 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:22 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:21 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Rasel Hossain	Total Days	31 Days
Bank A/C	213.103.1372675	Present	25 Days
Employee ID	3000293	Late	0 Day
Designation	Helper	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	293	Weekend	4 Days
Date of Joining	Dec. 1, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	0:0	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:37 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	0:0	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:15 p.m.	0:1	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:15 p.m.	0:3	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:17 p.m.	0:1	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:23 a.m.	5:17 p.m.	0:8	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Sri Anta Robi Das	Total Days	31 Days
Bank A/C	213.103.1495864	Present	24 Days
Employee ID	3000294	Late	0 Day
Designation	Asst. Technician	Absent	1 Days
Section	Wood (Machine)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	294	Weekend	4 Days
Date of Joining	Dec. 1, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md Idris Mia	Total Days	31 Days
Bank A/C	213.103.1495859	Present	20 Days
Employee ID	3000295	Late	0 Day
Designation	Helper	Absent	5 Days
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	295	Weekend	4 Days
Date of Joining	Dec. 1, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	7:54 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:21 a.m.	5:15 p.m.	0:6	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:14 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:54 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:25 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Nurul Amin Khan	Total Days	31 Days
Bank A/C	213.103.1495817	Present	24 Days
Employee ID	3000299	Late	0 Day
Designation	Helper	Absent	0 Day
Section	CNS	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	299	Weekend	4 Days
Date of Joining	Dec. 1, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	4:50 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:20 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:20 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:20 p.m.	0:2	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:20 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:18 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Saykat Miah	Total Days	31 Days
Bank A/C	213.103.1495801	Present	25 Days
Employee ID	3000300	Late	0 Day
Designation	Helper	Absent	0 Day
Section	CNS	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	300	Weekend	4 Days
Date of Joining	Dec. 1, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:22 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Ramjan Mia	Total Days	31 Days
Bank A/C	213.103.1495789	Present	25 Days
Employee ID	3000303	Late	0 Day
Designation	Asst. Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	303	Weekend	4 Days
Date of Joining	Dec. 1, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:27 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:20 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:22 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Nurujjaman Hosan	Total Days	31 Days
Bank A/C	213.103.1484704	Present	25 Days
Employee ID	3000284	Late	1 Days
Designation	Sr. Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	284	Weekend	4 Days
Date of Joining	Nov. 23, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:23 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:21 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:29 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:20 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:20 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	9:42 a.m.	5:16 p.m.	1:27	-	Late	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:30 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Philip Mardi	Total Days	31 Days
Bank A/C	213.103.1484715	Present	23 Days
Employee ID	3000285	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Machine)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	285	Weekend	4 Days
Date of Joining	Nov. 25, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 0 SL: 2 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:25 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:20 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:20 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Pious Hasdha	Total Days	31 Days
Bank A/C	122.103.0656802	Present	25 Days
Employee ID	3000288	Late	1 Days
Designation	Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	288	Weekend	4 Days
Date of Joining	Dec. 1, 2020	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:18 p.m.	0:0	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:17 p.m.	0:1	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:17 p.m.	0:1	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:18 p.m.	0:0	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:55 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:17 p.m.	0:0	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:18 p.m.	0:1	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:24 p.m.	0:3	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:20 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:17 p.m.	0:1	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:15 p.m.	0:1	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:59 a.m.	5:17 p.m.	0:44	-	Late	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:17 p.m.	0:0	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:17 p.m.	0:0	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:18 p.m.	0:1	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:18 p.m.	0:0	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Alam Mia	Total Days	31 Days
Bank A/C	213.103.1495794	Present	21 Days
Employee ID	3000301	Late	0 Day
Designation	Technician	Absent	1 Days
Section	CNS	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	301	Weekend	4 Days
Date of Joining	Dec. 1, 2020	Holiday	2 Days
		Leave	AL: 0 CL: 3 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:19 p.m.	0:0	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:19 p.m.	0:1	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:22 a.m.	5:22 p.m.	0:7	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:20 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:19 p.m.	0:0	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:28 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:19 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:34 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:22 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:48 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	noon	0:0	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:20 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:20 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:39 p.m.	0:3	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Humayun Kabir Rony	Total Days	31 Days
Bank A/C	213.103.1510599	Present	21 Days
Employee ID	3000374	Late	0 Day
Designation	Delivery Man	Absent	0 Day
Section	Delivery	Working Days	25 Days
Department	Distribution & Logistics	Total OT	114 Hours
Punch Card	374	Weekend	4 Days
Date of Joining	Jan. 10, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 4 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	8:15 p.m.	00:00	3	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	11:15 p.m.	00:00	6	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	S-12:00AM	midnight	8 a.m.	12:15 a.m.	8:15 p.m.	0:15	11	Present	-
06-03-2022	Sun	S-12:00AM	midnight	8 a.m.	12:15 a.m.	7:15 p.m.	0:15	10	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
08-03-2022	Tue	Shift-A (06AM)	6 a.m.	2 p.m.	6:15 a.m.	10:15 p.m.	0:15	7	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	S-12:00AM	midnight	8 a.m.	12:15 a.m.	8:15 p.m.	0:15	11	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	7:15 p.m.	00:00	2	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	7:15 p.m.	00:00	2	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	8:15 p.m.	00:00	3	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	7:15 p.m.	00:00	2	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	8:15 p.m.	00:00	3	Present	-
25-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 a.m.	00:00	2	W-Present	-
26-03-2022	Sat	S-12:00AM	midnight	8 a.m.	12:15 a.m.	6:15 p.m.	0:15	17	H-Present	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	9:15 p.m.	00:00	4	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	8:15 p.m.	00:00	3	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	10:15 p.m.	00:00	5	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	7:15 p.m.	00:00	2	Present	-

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Job Card for the Month of March, 2022

Name	Md. Isha Mondol	Total Days	31 Days
Bank A/C	213.103.1510583	Present	24 Days
Employee ID	3000370	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	370	Weekend	4 Days
Date of Joining	Jan. 9, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:25 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	12:59 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Masud Rana	Total Days	31 Days
Bank A/C	213.103.1510536	Present	23 Days
Employee ID	3000380	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	380	Weekend	4 Days
Date of Joining	Jan. 16, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:49 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:52 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:25 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:41 a.m.	5:14 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	4:05 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:14 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Bisu Hemrom	Total Days	31 Days
Bank A/C	213.103.1510611	Present	23 Days
Employee ID	3000367	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Machine)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	367	Weekend	4 Days
Date of Joining	Jan. 2, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Stifan Kisku	Total Days	31 Days
Bank A/C	213.103.1510606	Present	25 Days
Employee ID	3000369	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	4 Hours
Punch Card	369	Weekend	4 Days
Date of Joining	Jan. 2, 2021	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:23 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:22 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:18 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:40 a.m.	5:20 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:30 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:25 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:20 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:22 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	7:39 p.m.	00:00	2	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:24 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:26 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:30 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	7:19 p.m.	00:00	2	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:20 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:20 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Selina Begum	Total Days	31 Days
Bank A/C	213.103.1510578	Present	22 Days
Employee ID	3000375	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Packing	Working Days	25 Days
Department	Packing	Total OT	0 Hour
Punch Card	375	Weekend	4 Days
Date of Joining	Jan. 11, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 1 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:20 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:21 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Joseph Kisku	Total Days	31 Days
Bank A/C	213.103.1510562	Present	25 Days
Employee ID	3000377	Late	1 Days
Designation	Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	2 Hours
Punch Card	377	Weekend	4 Days
Date of Joining	Jan. 11, 2021	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:37 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	1:01 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:33 a.m.	5:18 p.m.	0:18	-	Late	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	7:17 p.m.	00:00	2	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Helal Uddin	Total Days	31 Days
Bank A/C	213.103.1510541	Present	22 Days
Employee ID	3000379	Late	0 Day
Designation	Technician	Absent	1 Days
Section	Wood (Machine)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	379	Weekend	4 Days
Date of Joining	Jan. 14, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:22 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:21 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:24 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	3:43 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:45 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:21 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:20 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:22 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Prodip Karketa	Total Days	31 Days
Bank A/C	213.103.1510520	Present	25 Days
Employee ID	3000381	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Wood (Machine)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	381	Weekend	4 Days
Date of Joining	Jan. 16, 2021	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:25 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:18 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:18 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:19 a.m.	5:15 p.m.	0:4	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:20 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Pritish Bala	Total Days	31 Days
Bank A/C	213.103.1529998	Present	25 Days
Employee ID	3000387	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	8 Hours
Punch Card	387	Weekend	4 Days
Date of Joining	Feb. 10, 2021	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:22 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:19 p.m.	0:0	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:22 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:26 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:21 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	7:42 p.m.	00:00	2	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	7:27 p.m.	00:00	2	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	7:20 p.m.	00:00	2	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	7:18 p.m.	00:00	2	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:19 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:21 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:21 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Imtajul Islam	Total Days	31 Days
Bank A/C	213.103.1530017	Present	25 Days
Employee ID	3000388	Late	0 Day
Designation	Asst. Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	388	Weekend	4 Days
Date of Joining	Feb. 13, 2021	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:54 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:24 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:17 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:19 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Nurul Alam	Total Days	31 Days
Bank A/C	297.103.0029090	Present	22 Days
Employee ID	3000390	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	8 Hours
Punch Card	390	Weekend	4 Days
Date of Joining	March 1, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 3 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:25 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:21 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:20 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:17 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:19 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:19 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:19 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:22 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:20 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	7:42 p.m.	00:00	2	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	7:26 p.m.	00:00	2	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	7:18 p.m.	00:00	2	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	7:18 p.m.	00:00	2	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Mridul Sarder	Total Days	31 Days
Bank A/C	297.103.0029146	Present	25 Days
Employee ID	3000391	Late	0 Day
Designation	Sr. Technician	Absent	0 Day
Section	Wood (Machine)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	391	Weekend	4 Days
Date of Joining	March 1, 2021	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:27 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:20 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:25 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:27 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:19 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:21 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:26 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:21 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:19 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:20 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:21 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:23 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:26 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:25 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:20 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:24 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:23 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:21 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Sumon Hossain	Total Days	31 Days
Bank A/C	297.103.0029113	Present	24 Days
Employee ID	3000395	Late	0 Day
Designation	Technician	Absent	0 Day
Section	CNS	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	395	Weekend	4 Days
Date of Joining	March 1, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:19 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:22 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:19 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:21 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:28 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:53 a.m.	5:19 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:22 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:19 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:18 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:21 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:21 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:19 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Ahasan Habib	Total Days	31 Days
Bank A/C	297.103.0029129	Present	25 Days
Employee ID	3000399	Late	0 Day
Designation	Asst. Technician	Absent	0 Day
Section	Metal	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	399	Weekend	4 Days
Date of Joining	March 9, 2021	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	6:11 a.m.	2:03 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	1 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Shyamol Chandra Sarker	Total Days	31 Days
Bank A/C	297.103.0029134	Present	22 Days
Employee ID	3000400	Late	0 Day
Designation	Sr. Technician	Absent	2 Days
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	400	Weekend	4 Days
Date of Joining	March 16, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:20 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:19 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:19 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	1:04 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:16 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Biplab Hasda	Total Days	31 Days
Bank A/C	297.103.0029108	Present	19 Days
Employee ID	3000401	Late	1 Days
Designation	Helper	Absent	2 Days
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	401	Weekend	4 Days
Date of Joining	March 20, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 4 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:20 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:53 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	7:46 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:19 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:35 a.m.	5:58 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:45 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:48 a.m.	5:19 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:47 a.m.	5:19 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:55 a.m.	5:20 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:44 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:41 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:44 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:47 a.m.	5:19 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	9:01 a.m.	5:17 p.m.	0:46	-	Late	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:43 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:40 a.m.	5:18 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Dina Malo	Total Days	31 Days
Bank A/C	297.103.36403	Present	24 Days
Employee ID	3000415	Late	0 Day
Designation	Helper	Absent	0 Day
Section	Packing	Working Days	25 Days
Department	Packing	Total OT	0 Hour
Punch Card	415	Weekend	4 Days
Date of Joining	June 1, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 0 SL: 1 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:19 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:17 p.m.	0:1	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:18 p.m.	0:0	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:21 a.m.	5:18 p.m.	0:6	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:21 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:20 a.m.	5:23 p.m.	0:5	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:17 p.m.	0:2	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:19 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:22 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:21 p.m.	0:0	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:20 p.m.	0:0	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:17 p.m.	0:3	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:19 p.m.	0:0	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	0:0	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:26 p.m.	0:3	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:21 p.m.	0:2	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Bodor Uddin	Total Days	31 Days
Bank A/C	297.103.36424	Present	25 Days
Employee ID	3000416	Late	0 Day
Designation	Cleaner	Absent	0 Day
Section	Admin	Working Days	25 Days
Department	HR & Admin	Total OT	9 Hours
Punch Card	416	Weekend	4 Days
Date of Joining	June 1, 2021	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	SSA	7 a.m.	4 p.m.	7:04 a.m.	4:03 p.m.	0:4	-	Present	-
02-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:59 a.m.	4:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:58 a.m.	4:17 p.m.	00:00	-	Present	-
04-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	9 a.m.	5 p.m.	0:45	7	W-Present	-
05-03-2022	Sat	SSA	7 a.m.	4 p.m.	7:01 a.m.	4:21 p.m.	0:1	-	Present	-
06-03-2022	Sun	SSA	7 a.m.	4 p.m.	7:01 a.m.	4:04 p.m.	0:1	-	Present	-
07-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:59 a.m.	4:02 p.m.	00:00	-	Present	-
08-03-2022	Tue	SSA	7 a.m.	4 p.m.	7:01 a.m.	4:04 p.m.	0:1	-	Present	-
09-03-2022	Wed	SSA	7 a.m.	4 p.m.	7:06 a.m.	4:02 p.m.	0:6	-	Present	-
10-03-2022	Thu	SSA	7 a.m.	4 p.m.	7:02 a.m.	4:16 p.m.	0:2	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	SSA	7 a.m.	4 p.m.	7:03 a.m.	4:05 p.m.	0:3	-	Present	-
13-03-2022	Sun	SSA	7 a.m.	4 p.m.	7:04 a.m.	4:01 p.m.	0:4	-	Present	-
14-03-2022	Mon	SSA	7 a.m.	4 p.m.	7:01 a.m.	4:05 p.m.	0:1	-	Present	-
15-03-2022	Tue	SSA	7 a.m.	4 p.m.	7:02 a.m.	4 p.m.	0:2	-	Present	-
16-03-2022	Wed	SSA	7 a.m.	4 p.m.	7:06 a.m.	4:02 p.m.	0:6	-	Present	-
17-03-2022	Thu	SSA	7 a.m.	4 p.m.	7:06 a.m.	4:05 p.m.	0:6	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	SSA	7 a.m.	4 p.m.	7:02 a.m.	6:02 p.m.	0:2	2	Present	-
21-03-2022	Mon	SSA	7 a.m.	4 p.m.	7:02 a.m.	4 p.m.	0:2	-	Present	-
22-03-2022	Tue	SSA	7 a.m.	4 p.m.	7:03 a.m.	4:02 p.m.	0:3	-	Present	-
23-03-2022	Wed	SSA	7 a.m.	4 p.m.	7 a.m.	4:07 p.m.	0:0	-	Present	-
24-03-2022	Thu	SSA	7 a.m.	4 p.m.	7:02 a.m.	4:04 p.m.	0:2	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	SSA	7 a.m.	4 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:08 a.m.	2 p.m.	00:00	-	Present	-
28-03-2022	Mon	SSA	7 a.m.	4 p.m.	7:04 a.m.	4:02 p.m.	0:4	-	Present	-
29-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:59 a.m.	4 p.m.	00:00	-	Present	-
30-03-2022	Wed	SSA	7 a.m.	4 p.m.	7:04 a.m.	4:06 p.m.	0:4	-	Present	-
31-03-2022	Thu	SSA	7 a.m.	4 p.m.	7:02 a.m.	4:06 p.m.	0:2	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Rakib Mia	Total Days	31 Days
Bank A/C	297.103.36419	Present	23 Days
Employee ID	3000417	Late	0 Day
Designation	Helper	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	17 Hours
Punch Card	417	Weekend	4 Days
Date of Joining	June 3, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:19 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:30 a.m.	5:26 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	9:18 p.m.	00:00	4	Present	-
10-03-2022	Thu	S-12:00AM	midnight	8 a.m.	12:15 a.m.	10:15 p.m.	0:15	13	Present	On Duty (united Health care)
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:19 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:20 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	1:03 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:14 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Shovo Ali	Total Days	31 Days
Bank A/C	297.103.36396	Present	23 Days
Employee ID	3000418	Late	0 Day
Designation	Technician	Absent	0 Day
Section	CNS	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	418	Weekend	4 Days
Date of Joining	June 5, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:22 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:21 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:19 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:20 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Roton Biswas	Total Days	31 Days
Bank A/C	122.103.0658478	Present	25 Days
Employee ID	3000419	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	8 Hours
Punch Card	419	Weekend	4 Days
Date of Joining	June 22, 2021	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:19 p.m.	0:0	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:50 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:20 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:25 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:19 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:21 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:20 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	7:42 p.m.	00:00	2	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	7:27 p.m.	00:00	2	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	7:18 p.m.	00:00	2	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	7:18 p.m.	00:00	2	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:20 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Sumon Islam	Total Days	31 Days
Bank A/C	297.103.0041410	Present	22 Days
Employee ID	3000426	Late	1 Days
Designation	Asst. Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	2 Hours
Punch Card	426	Weekend	4 Days
Date of Joining	Aug. 11, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 2 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:17 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	9:01 a.m.	5:16 p.m.	0:46	-	Late	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:53 a.m.	5:19 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:22 p.m.	0:0	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:18 p.m.	0:2	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	7:15 p.m.	00:00	2	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	1 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:24 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Rakibul Hasan	Total Days	31 Days
Bank A/C	213.103.1450230	Present	19 Days
Employee ID	3000427	Late	1 Days
Designation	Store Asst.	Absent	0 Day
Section	Store	Working Days	25 Days
Department	Supply Chain	Total OT	8 Hours
Punch Card	427	Weekend	4 Days
Date of Joining	Aug. 12, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 5 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:52 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:28 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	6:02 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:20 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	7:18 p.m.	00:00	2	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:24 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:26 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:25 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:22 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:29 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:21 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	3:06 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:37 a.m.	7:34 p.m.	0:22	2	Late	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:53 a.m.	6:15 p.m.	00:00	1	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:21 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	6:02 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:19 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	7:16 p.m.	00:00	2	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	6:15 p.m.	00:00	1	Present	-

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Job Card for the Month of March, 2022

Name	Kawsar	Total Days	31 Days
Bank A/C	297.103.0041405	Present	11 Days
Employee ID	3000428	Late	0 Day
Designation	Helper	Absent	5 Days
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	6 Hours
Punch Card	428	Weekend	4 Days
Date of Joining	Aug. 14, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 7 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	11:30 p.m.	00:00	6	Present	On Duty (Tongi)
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:14 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-

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Job Card for the Month of March, 2022

Name	Md. Shohel Rana	Total Days	31 Days
Bank A/C	297.103.0041431	Present	23 Days
Employee ID	3000432	Late	1 Days
Designation	Helper	Absent	0 Day
Section	CNS	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	432	Weekend	4 Days
Date of Joining	Aug. 16, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 2 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	9:03 a.m.	5:18 p.m.	0:48	-	Late	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:19 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	1:05 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:16 p.m.	0:0	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:16 p.m.	0:2	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:16 p.m.	0:0	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Sajib Kumar Sutradhar	Total Days	31 Days
Bank A/C	297.103.0045969	Present	25 Days
Employee ID	3000435	Late	0 Day
Designation	Loader	Absent	0 Day
Section	Delivery	Working Days	25 Days
Department	Distribution & Logistics	Total OT	1 Hour
Punch Card	435	Weekend	4 Days
Date of Joining	Sept. 1, 2021	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	6:18 p.m.	00:00	1	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:24 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:17 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:20 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:19 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:19 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:27 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:18 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:19 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:21 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Nazim Uddin	Total Days	31 Days
Bank A/C	297.103.0045974	Present	25 Days
Employee ID	3000439	Late	0 Day
Designation	Cleaner	Absent	0 Day
Section	Admin	Working Days	25 Days
Department	HR & Admin	Total OT	9 Hours
Punch Card	439	Weekend	4 Days
Date of Joining	Sept. 9, 2021	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:51 a.m.	4:04 p.m.	00:00	-	Present	-
02-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:59 a.m.	4:10 p.m.	00:00	-	Present	-
03-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:59 a.m.	4:08 p.m.	00:00	-	Present	-
04-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	9 a.m.	5 p.m.	0:45	7	W-Present	-
05-03-2022	Sat	SSA	7 a.m.	4 p.m.	7:01 a.m.	4:20 p.m.	0:1	-	Present	-
06-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:48 a.m.	4:11 p.m.	00:00	-	Present	-
07-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:37 a.m.	4:02 p.m.	00:00	-	Present	-
08-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:39 a.m.	4:03 p.m.	00:00	-	Present	-
09-03-2022	Wed	SSA	7 a.m.	4 p.m.	7 a.m.	4:01 p.m.	0:0	-	Present	-
10-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:40 a.m.	4:01 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	SSA	7 a.m.	4 p.m.	6:53 a.m.	4:02 p.m.	00:00	-	Present	-
13-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:47 a.m.	4 p.m.	00:00	-	Present	-
14-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:37 a.m.	4:09 p.m.	00:00	-	Present	-
15-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:46 a.m.	4:01 p.m.	00:00	-	Present	-
16-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:46 a.m.	4:01 p.m.	00:00	-	Present	-
17-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:45 a.m.	4:02 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:32 a.m.	6:01 p.m.	00:00	2	Present	-
21-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:47 a.m.	4:04 p.m.	00:00	-	Present	-
22-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:57 a.m.	4:01 p.m.	00:00	-	Present	-
23-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:44 a.m.	4:01 p.m.	00:00	-	Present	-
24-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:43 a.m.	4:04 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	SSA	7 a.m.	4 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:08 a.m.	2 p.m.	00:00	-	Present	-
28-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:35 a.m.	4:02 p.m.	00:00	-	Present	-
29-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:39 a.m.	4:01 p.m.	00:00	-	Present	-
30-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:52 a.m.	4:13 p.m.	00:00	-	Present	-
31-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:50 a.m.	4:06 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Asikur Rhoman	Total Days	31 Days
Bank A/C	297.103.0045986	Present	25 Days
Employee ID	3000437	Late	0 Day
Designation	Helper	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	437	Weekend	4 Days
Date of Joining	Sept. 9, 2021	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:29 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:25 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:16 p.m.	0:2	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Jakir Hossen	Total Days	31 Days
Bank A/C	213.103.1450300	Present	24 Days
Employee ID	3000438	Late	0 Day
Designation	Loader	Absent	0 Day
Section	Delivery	Working Days	25 Days
Department	Distribution & Logistics	Total OT	0 Hour
Punch Card	438	Weekend	4 Days
Date of Joining	Sept. 9, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 0 SL: 1 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:19 a.m.	5:19 p.m.	0:4	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	1:57 p.m.	0:1	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:17 p.m.	0:0	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:20 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:27 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:16 p.m.	0:2	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:20 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Shahidullah	Total Days	31 Days
Bank A/C	213.103.1255340	Present	25 Days
Employee ID	3000442	Late	0 Day
Designation	Cleaner	Absent	0 Day
Section	Admin	Working Days	25 Days
Department	HR & Admin	Total OT	9 Hours
Punch Card	442	Weekend	4 Days
Date of Joining	Sept. 22, 2021	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	SSA	7 a.m.	4 p.m.	7:03 a.m.	4:07 p.m.	0:3	-	Present	-
02-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:59 a.m.	4:10 p.m.	00:00	-	Present	-
03-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:58 a.m.	4:17 p.m.	00:00	-	Present	-
04-03-2022	Fri	General Factory	8:15 a.m.	5:15 p.m.	9 a.m.	5 p.m.	0:45	7	W-Present	-
05-03-2022	Sat	SSA	7 a.m.	4 p.m.	7:01 a.m.	4:21 p.m.	0:1	-	Present	-
06-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:43 a.m.	4:02 p.m.	00:00	-	Present	-
07-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:53 a.m.	4:04 p.m.	00:00	-	Present	-
08-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:50 a.m.	4:03 p.m.	00:00	-	Present	-
09-03-2022	Wed	SSA	7 a.m.	4 p.m.	7 a.m.	4:02 p.m.	0:0	-	Present	-
10-03-2022	Thu	SSA	7 a.m.	4 p.m.	7:02 a.m.	4 p.m.	0:2	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	SSA	7 a.m.	4 p.m.	7:05 a.m.	4:03 p.m.	0:5	-	Present	-
13-03-2022	Sun	SSA	7 a.m.	4 p.m.	7:08 a.m.	4:02 p.m.	0:8	-	Present	-
14-03-2022	Mon	SSA	7 a.m.	4 p.m.	7:03 a.m.	4 p.m.	0:3	-	Present	-
15-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:58 a.m.	4:02 p.m.	00:00	-	Present	-
16-03-2022	Wed	SSA	7 a.m.	4 p.m.	7:03 a.m.	4:01 p.m.	0:3	-	Present	-
17-03-2022	Thu	SSA	7 a.m.	4 p.m.	7:06 a.m.	4:03 p.m.	0:6	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:52 a.m.	6:02 p.m.	00:00	2	Present	-
21-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:44 a.m.	4:06 p.m.	00:00	-	Present	-
22-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:57 a.m.	4:01 p.m.	00:00	-	Present	-
23-03-2022	Wed	SSA	7 a.m.	4 p.m.	6:58 a.m.	4:01 p.m.	00:00	-	Present	-
24-03-2022	Thu	SSA	7 a.m.	4 p.m.	6:58 a.m.	4:04 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	SSA	7 a.m.	4 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	SSA	7 a.m.	4 p.m.	6:13 a.m.	2:02 p.m.	00:00	-	Present	-
28-03-2022	Mon	SSA	7 a.m.	4 p.m.	6:54 a.m.	4:02 p.m.	00:00	-	Present	-
29-03-2022	Tue	SSA	7 a.m.	4 p.m.	6:51 a.m.	4:01 p.m.	00:00	-	Present	-
30-03-2022	Wed	SSA	7 a.m.	4 p.m.	7:06 a.m.	4:06 p.m.	0:6	-	Present	-
31-03-2022	Thu	SSA	7 a.m.	4 p.m.	7:02 a.m.	4:06 p.m.	0:2	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Rasel Hossain	Total Days	31 Days
Bank A/C	297.103.0053920	Present	25 Days
Employee ID	3000446	Late	0 Day
Designation	Helper	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	446	Weekend	4 Days
Date of Joining	Oct. 2, 2021	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:26 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Sobuj Fakir	Total Days	31 Days
Bank A/C	297.103.56462	Present	25 Days
Employee ID	3000453	Late	0 Day
Designation	Helper	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	453	Weekend	4 Days
Date of Joining	Nov. 1, 2021	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:22 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:32 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:19 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:24 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:20 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:19 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Ibrahim	Total Days	31 Days
Bank A/C	297.103.0061903	Present	23 Days
Employee ID	3000457	Late	0 Day
Designation	Helper	Absent	0 Day
Section	Wood (Machine)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	457	Weekend	4 Days
Date of Joining	Dec. 1, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 0 SL: 2 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:15 p.m.	0:2	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	0:0	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:25 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:15 p.m.	0:0	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:14 p.m.	0:0	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:16 p.m.	0:1	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Sayed Masum	Total Days	31 Days
Bank A/C	297.103.0061919	Present	19 Days
Employee ID	3000459	Late	0 Day
Designation	Helper	Absent	4 Days
Section	Packing	Working Days	25 Days
Department	Packing	Total OT	2 Hours
Punch Card	459	Weekend	4 Days
Date of Joining	Dec. 20, 2021	Holiday	2 Days
		Leave	AL: 0 CL: 0 SL: 2 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	7:14 p.m.	00:00	2	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:45 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:21 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:22 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:24 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:19 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Harun Or Rashid	Total Days	31 Days
Bank A/C	122.103.1280529	Present	24 Days
Employee ID	3000462	Late	0 Day
Designation	Asst. Technician	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	462	Weekend	4 Days
Date of Joining	Jan. 1, 2022	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:45 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:48 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	7:45 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:48 a.m.	5:16 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:26 a.m.	5:16 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:40 a.m.	11:16 a.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:46 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:54 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:19 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:53 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	1:04 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:51 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:48 a.m.	11:06 a.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:40 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	12:06 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:41 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:52 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:31 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	James Hasda	Total Days	31 Days
Bank A/C	297.103.65533	Present	25 Days
Employee ID	3000463	Late	0 Day
Designation	Helper	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	2 Hours
Punch Card	463	Weekend	4 Days
Date of Joining	Jan. 1, 2022	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	7:18 p.m.	00:00	2	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:54 a.m.	5:17 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:23 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:22 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:20 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Akas Mia	Total Days	31 Days
Bank A/C	297.103.65484	Present	23 Days
Employee ID	3000464	Late	0 Day
Designation	Loader	Absent	1 Days
Section	Delivery	Working Days	25 Days
Department	Distribution & Logistics	Total OT	2 Hours
Punch Card	464	Weekend	4 Days
Date of Joining	Jan. 1, 2022	Holiday	2 Days
		Leave	AL: 0 CL: 0 SL: 1 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	7:14 p.m.	00:00	2	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:20 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:46 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:21 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:19 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:43 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Sourav Fakir	Total Days	31 Days
Bank A/C	297.103.65528	Present	24 Days
Employee ID	3000465	Late	0 Day
Designation	Technician	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	465	Weekend	4 Days
Date of Joining	Jan. 1, 2022	Holiday	2 Days
		Leave	AL: 0 CL: 0 SL: 1 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:17 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:25 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:17 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Rabbi Mia	Total Days	31 Days
Bank A/C	297.103.65512	Present	25 Days
Employee ID	3000466	Late	1 Days
Designation	Helper	Absent	0 Day
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	466	Weekend	4 Days
Date of Joining	Jan. 2, 2022	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	10:20 a.m.	5:25 p.m.	2:5	-	Late	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:18 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Abu Said	Total Days	31 Days
Bank A/C	297.103.65490	Present	24 Days
Employee ID	3000467	Late	0 Day
Designation	Helper	Absent	1 Days
Section	CNS	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	467	Weekend	4 Days
Date of Joining	Jan. 8, 2022	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:22 p.m.	0:1	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:21 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:28 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:19 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:19 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:18 a.m.	5:16 p.m.	0:3	-	Present	-
10-03-2022	Thu	General Factory	-	-	5:20 p.m.	5:20 p.m.	00:00	-	Absent	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:24 p.m.	0:2	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:19 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	1 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:19 p.m.	0:2	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:18 p.m.	0:2	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:21 p.m.	0:1	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:18 p.m.	0:0	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:17 p.m.	0:1	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:21 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:17 p.m.	0:0	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Sujon Miah	Total Days	31 Days
Bank A/C	297.103.65507	Present	24 Days
Employee ID	3000468	Late	2 Days
Designation	Technician	Absent	0 Day
Section	CNS	Working Days	25 Days
Department	Production	Total OT	8 Hours
Punch Card	468	Weekend	4 Days
Date of Joining	Jan. 15, 2022	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:19 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:19 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:36 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:21 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:25 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:25 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:19 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:18 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	11:14 p.m.	00:00	6	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	9:33 a.m.	5:23 p.m.	1:18	-	Late	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:23 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:39 a.m.	5:18 p.m.	0:24	-	Late	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	7:27 p.m.	00:00	2	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:19 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:49 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:18 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:20 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:21 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:25 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:21 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:28 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Zayed Farazi	Total Days	31 Days
Bank A/C	297.103.71623	Present	25 Days
Employee ID	3000474	Late	0 Day
Designation	Helper	Absent	0 Day
Section	Wood (Carpentry)	Working Days	25 Days
Department	Production	Total OT	5 Hours
Punch Card	474	Weekend	4 Days
Date of Joining	Feb. 19, 2022	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:18 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	3:40 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:15 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:53 a.m.	5:17 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:49 a.m.	5:14 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:55 a.m.	5:15 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	7:53 a.m.	5:15 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	7:57 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:54 a.m.	5:15 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:20 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	10:23 p.m.	00:00	5	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:58 a.m.	5:21 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:19 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Nure Alam	Total Days	31 Days
Bank A/C	297.103.71639	Present	23 Days
Employee ID	3000475	Late	0 Day
Designation	Helper	Absent	1 Days
Section	Lacquer	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	475	Weekend	4 Days
Date of Joining	Feb. 19, 2022	Holiday	2 Days
		Leave	AL: 0 CL: 1 SL: 0 ML: 0 PL: 0 COML: 0 LWP: 0 Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:16 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:20 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	7:53 a.m.	3:40 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:25 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:17 a.m.	5:17 p.m.	0:2	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:01 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:22 p.m.	0:0	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	1:02 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Leave	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	7:56 a.m.	5:17 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:15 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:18 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:18 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:20 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:18 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:19 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:19 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:17 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	7:59 a.m.	5:16 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Sree Jona Malo	Total Days	31 Days
Bank A/C	297.103.71602	Present	25 Days
Employee ID	3000476	Late	0 Day
Designation	Helper	Absent	0 Day
Section	Wood (Machine)	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	476	Weekend	4 Days
Date of Joining	Feb. 19, 2022	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:36 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:18 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:15 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	3:40 p.m.	0:0	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:19 p.m.	0:0	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:22 p.m.	00:00	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:18 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:16 p.m.	0:0	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:17 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:15 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:15 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:25 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:15 a.m.	5:20 p.m.	0:0	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:20 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	5:21 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Md. Shamim Khan	Total Days	31 Days
Bank A/C	297.103.71618	Present	24 Days
Employee ID	3000477	Late	0 Day
Designation	Helper	Absent	1 Days
Section	CNS	Working Days	25 Days
Department	Production	Total OT	0 Hour
Punch Card	477	Weekend	4 Days
Date of Joining	Feb. 20, 2022	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:15 p.m.	00:00	-	Present	-
02-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:15 p.m.	00:00	-	Present	-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:03 a.m.	5:16 p.m.	00:00	-	Present	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	3:40 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	6:58 a.m.	5:16 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:02 a.m.	5:16 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:18 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:15 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:16 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:15 p.m.	00:00	-	Present	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:17 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:05 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:16 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	12:10 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:17 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:18 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:15 p.m.	00:00	-	Present	-

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Job Card for the Month of March, 2022

Name	Himaloy Roy	Total Days	31 Days
Bank A/C	297.103.0074373	Present	22 Days
Employee ID	3000478	Late	1 Days
Designation	Technician	Absent	1 Days
Section	Wood (Machine)	Working Days	23 Days
Department	Production	Total OT	0 Hour
Punch Card	478	Weekend	4 Days
Date of Joining	March 3, 2022	Holiday	2 Days
		Leave	AL: CL: SL: ML: PL: COML: LWP: Days

Date	Day	Shift	Shift In	Shift Out	In Time	Out Time	Late Min	OT Hour	Status	Remarks
01-03-2022	Tue	-	-	-	-	-	-	-		-
02-03-2022	Wed	-	-	-	-	-	-	-		-
03-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	12:53 p.m.	5:18 p.m.	4:38	-	Late	-
04-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
05-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:06 a.m.	5:21 p.m.	00:00	-	Present	-
06-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:18 p.m.	00:00	-	Present	-
07-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:11 a.m.	5:18 p.m.	00:00	-	Present	-
08-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8 a.m.	5:18 p.m.	00:00	-	Present	-
09-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:15 p.m.	00:00	-	Present	-
10-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:08 a.m.	2:26 p.m.	00:00	-	Present	-
11-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
12-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	8:16 a.m.	5:24 p.m.	0:1	-	Present	-
13-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
14-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:15 p.m.	00:00	-	Present	-
15-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	Absent	-
16-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
17-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:17 p.m.	00:00	-	Present	-
18-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
19-03-2022	Sat	-	-	-	-	-	-	-	Holiday	-
20-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:10 a.m.	5:16 p.m.	00:00	-	Present	-
21-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:04 a.m.	5:16 p.m.	00:00	-	Present	-
22-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
23-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-
24-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:09 a.m.	5:16 p.m.	00:00	-	Present	-
25-03-2022	Fri	-	-	-	-	-	-	-	Weekend	-
26-03-2022	Sat	General Factory	8:15 a.m.	5:15 p.m.	-	-	00:00	-	H-Holiday	-
27-03-2022	Sun	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:16 p.m.	00:00	-	Present	-
28-03-2022	Mon	General Factory	8:15 a.m.	5:15 p.m.	8:12 a.m.	5:19 p.m.	00:00	-	Present	-
29-03-2022	Tue	General Factory	8:15 a.m.	5:15 p.m.	8:07 a.m.	5:18 p.m.	00:00	-	Present	-
30-03-2022	Wed	General Factory	8:15 a.m.	5:15 p.m.	8:13 a.m.	5:20 p.m.	00:00	-	Present	-
31-03-2022	Thu	General Factory	8:15 a.m.	5:15 p.m.	8:14 a.m.	5:17 p.m.	00:00	-	Present	-

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