上海大学教职工 {nowyear} 年 {nowmonth} 月考勤汇总表

填报单位（部门）： {department} 填报时间：{year}年　{month}　月{day}日

**（下表以实际缺勤天数计）**

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| 原　因  姓　名  （工号） | 事    假 | 病  假 | 婚  假 | 生育假 | 探亲假 | 丧  假 | 工伤假 | 公  差 | 旷  工 | 其    它 | 备注 |
| {#table}{userName} | {a} | {b} | {c} | {d} | {e} | {f} | {g} | {h} | {i} |  | {/table} |
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人事干事签字：　　　　　 学院（部门）领导签字、盖章：