Post Office Box X111, Crossroads Lilongwe, Malawi

## **Employee Monthly Timesheet Report**

Period: 2023-11-26 - 2023-12-25

Project	First Week						Second Week							Third Week							Fourth Week							Fifth Week							
Day	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Date	26	27	28	29	30	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26				
MEDU		7.5	7.5	11.0	7.5	7.5				7.5	7.5	7.5	7.5			7.5	7.5	7.5	7.5				7.5	7.5	7.5	7.5									
Annual Leave									7.5																										
Sick Leave																				7.5															
Crosscutting																											7.5								
Public Holiday																														7.5					

Iotal Hours: 161.0		
Employee Name: Dereck Katuli	Supervisor Name:	
Date:	Date:	
Signature:	Signature:	