SYMPHONY SOFTTECH LIMITED



House # 02 (3rd FL.), Lake Circus, 3rd Lane, Kalabagan, Dhaka-1205, Bangladesh.

Attendance Daily List (From 01-Sep-2023 to 30-Sep-2023)

Employee Name : Md. Torekul Islam Code : DEV-1015 Designation : Sr. Software Developer

Department : Development Section : Development

SI	Attendance Date	In Time	Late In Hrs	Out Time	Early Out Hrs	Working Hrs	OT Hrs	Day Status	Status	Remarks
1	01/09/2023	0:00 AM	00:00	0:00 AM	00:00	0.00	0:00	WH	Friday	-
2	02/09/2023	9:16 AM	00:00	6:47 PM	00:00	8.00	0:00	R	Present	-
3	03/09/2023	0:00 AM	00:00	0:00 AM	00:00	0.00	0:00	Leave	Absent	-
4	04/09/2023	9:05 AM	00:00	7:02 PM	00:00	8.00	0:00	R	Present	-
5	05/09/2023	9:37 AM	00:37	7:09 PM	00:00	8.00	0:00	R	Late	-
6	06/09/2023	9:21 AM	00:00	6:41 AM	00:00	0.00	0:00	GH	Holiday	-
7	07/09/2023	9:15 AM	00:00	6:41 PM	00:00	8.00	0:00	R	Present	
8	08/09/2023	0:00 AM	00:00	0:00 AM	00:00	0.00	0:00	WH	Friday	-
9	09/09/2023	9:06 AM	00:00	6:13 PM	00:00	8.00	0:00	R	Present	
10	10/09/2023	9:14 AM	00:00	7:51 PM	00:00	8.00	0:00	R	Present	
11	11/09/2023	9:20 AM	00:00	2:55 PM	00:00	4.55	0:00	R	Present	
12	12/09/2023	0:00 AM	00:00	0:00 AM	00:00	0.00	0:00	Leave	Absent	-
13	13/09/2023	0:00 AM	00:00	0:00 AM	00:00	0.00	0:00	Leave	Absent	-
14	14/09/2023	9:18 AM	00:00	6:55 PM	00:00	8.00	0:00	R	Present	
15	15/09/2023	0:00 AM	00:00	0:00 AM	00:00	0.00	0:00	WH	Friday	-
16	16/09/2023	9:14 AM	00:00	7:28 PM	00:00	8.00	0:00	R	Present	
17	17/09/2023	9:30 AM	00:00	6:42 PM	00:00	8.00	0:00	R	Present	
18	18/09/2023	9:40 AM	00:40	7:17 PM	00:00	8.00	0:00	R	Late	
19	19/09/2023	9:19 AM	00:00	6:47 PM	00:00	8.00	0:00	R	Present	
20	20/09/2023	9:28 AM	00:00	6:39 PM	00:00	8.00	0:00	R	Present	
21	21/09/2023	9:15 AM	00:00	6:58 PM	00:00	8.00	0:00	R	Present	
22	22/09/2023	0:00 AM	00:00	0:00 AM	00:00	0.00	0:00	WH	Friday	-
23	23/09/2023	9:09 AM	00:00	6:32 PM	00:00	8.00	0:00	R	Present	
24	24/09/2023	9:21 AM	00:00	6:51 PM	00:00	8.00	0:00	R	Present	
25	25/09/2023	9:16 AM	00:00	6:23 PM	00:00	8.00	0:00	R	Present	
26	26/09/2023	9:19 AM	00:00	7:02 PM	00:00	8.00	0:00	R	Present	
27	26/09/2023	9:19 AM	00:00	6:47 AM	00:00	0.00	0:00	R	Present	
28	27/09/2023	9:31 AM	00:31	6:39 PM	00:00	8.00	0:00	R	Late	-
29	28/09/2023	0:00 AM	00:00	0:00 AM	00:00	0.00	0:00	GH	Holiday	-
30	29/09/2023	0:00 AM	00:00	0:00 AM	00:00	0.00	0:00	WH	Friday	-
31	30/09/2023	8:56 AM	00:00	6:40 PM	00:00	8.00	0:00	R	Present	-
Total			1:48		0:00		0:00		•	

Total Days: 31

Total Absent Day	:	4	Total Holiday :	7	
Absent Day	:	3	Govt Holiday :	2	
Late Day	:	3	Festival :	0	
Late Absent Day	:	1	Weekly Holyday :	5	
Leave Day	:	3			
In Miss	:	0	Out Miss :	0	