

ATTENDANCE REPORT

Report Period: 2025-09-01 to 2025-10-31

Generated on: 12/10/2025

Summary Statistics

Total Records: 39
Present Days: 29
Absent Days: 3
Leave Days: 1
Half Days: 6
Late Arrivals: 2
Early Departures: 2
Total Hours Worked: 172.95
Attendance Rate: 82.05%

Detailed Attendance Records

Employee: John Snow

19/9/2025 | Present | In: 9:30:00 am | Out: N/A | Hours: 0
22/9/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00
23/9/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00
24/9/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00
25/9/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00
26/9/2025 | Leave | In: N/A | Out: N/A | Hours: 0
1/10/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00
12/10/2025 | Half-Day | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 0.00
13/10/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00
14/10/2025 | Present | In: 9:30:00 am | Out: 2:26:51 pm | Hours: 4.95
Flags: Early Departure
15/10/2025 | Half-Day | In: 5:15:00 am | Out: 8:30:00 pm | Hours: 0.00
16/10/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00
17/10/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00
18/10/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00
19/10/2025 | Half-Day | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 0.00
20/10/2025 | Absent | In: N/A | Out: N/A | Hours: 0.00
21/10/2025 | Present | In: 9:30:00 am | Out: N/A | Hours: 0
22/10/2025 | Absent | In: N/A | Out: N/A | Hours: 0.00
26/10/2025 | Present | In: 11:30:00 am | Out: 1:30:00 pm | Hours: 0.00

Employee: Mitesh Paliwal

19/9/2025 | Present | In: 9:30:00 am | Out: N/A | Hours: 0
22/9/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00
23/9/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00
24/9/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00
25/9/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00
26/9/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00
1/10/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00
3/10/2025 | Present | In: 12:06:00 pm | Out: 5:06:00 pm | Hours: 5.00

Flags: Late, Early Departure

7/10/2025 | Present | In: 10:56:00 am | Out: 9:56:00 pm | Hours: 11.00

Flags: Late

12/10/2025 | Half-Day | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 0.00

13/10/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00

14/10/2025 | Present | In: 9:30:00 am | Out: N/A | Hours: 0

15/10/2025 | Half-Day | In: 5:15:00 am | Out: 8:30:00 pm | Hours: 0.00

16/10/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00

17/10/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00

18/10/2025 | Present | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 8.00

19/10/2025 | Half-Day | In: 9:30:00 am | Out: 5:30:00 pm | Hours: 0.00

20/10/2025 | Absent | In: N/A | Out: N/A | Hours: 0.00

21/10/2025 | Present | In: 9:30:00 am | Out: N/A | Hours: 0

26/10/2025 | Present | In: 11:30:00 am | Out: 1:30:00 pm | Hours: 0.00