

CONTRACTOR SUMMARY TIMESHEET

Bus. Unit		Org. Code Title		Contract No.	4400015677	Serv. Order #
Sector		Org. Code No.		Contract Title	ITC Manpower Supply Contract	
Oper. Area		Cost Object No.		Contractor Name	SAUDI BUSINESS MACHINES LIMITED (SBM)	



Contractor's Employee		Item /Job Code	Job Title	Type	Month :				August												Year :			2022																		Total Hours
ID Number	Name				8/1	8/2	8/3	8/4	8/5	8/6	8/7	8/8	8/9	8/10	8/11	8/12	8/13	8/14	8/15	8/16	8/17	8/18	8/19	8/20	8/21	8/22	8/23	8/24	8/25	8/26	8/27	8/28	8/29	8/30	8/31							
1	Abdul hamed I. El-topiy	1049	IT Infrastructure Operations and Mainte	Onsite	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	8	184							
				Offshore	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0	0	0	X	X	0	0	0	0	0	0	X	X	0	0	0	0					
				Overtime																																						
2	Ahmad A. Faloudah	786	Project Manager I	Onsite	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	8	8	8	8	8	8	8	X	X	8	8	8	8	184								
				Offshore	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0						
				Overtime	1	1	2	1			2	1		1					2	2	2	2			2		1		2			2	1				25					
3	Ghandi S. Naser	964	Project Manager I	Onsite	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	8	184							
				Offshore	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0						
				Overtime																																						
4	Hani Mohammad Ahmad Wahbah	1054	Database Administrator	Onsite	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	184						
				Offshore	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0						
				Overtime							4	3							4	4								3									18					
5	Kokolu Prabhakar Rao	963	Senior Project Manager	Onsite	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0							
				Offshore	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	8						
				Overtime																																						
6	Mohammad Nasser Mughal Mansha	1040	Network Engineer	Onsite	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	184						
				Offshore	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0						
				Overtime																		2				2	2	2	2	2			2	2	2	2	20					
7	Mohammed A. Alnsour	925	Chief Architect	Onsite	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	184						
				Offshore	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0						
				Overtime												7	7	3							6					5	5						33					
8	Mustafa Mamdouh Al-Shaikh	1007	Engineering Aide B	Onsite	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	8							
				Offshore	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0						
				Overtime					3	3						3	3							3	3					3	3					24						
9	Saheb Ali Zuber Syed	1006	Engineering Aide A	Onsite	V	V	V	V	V	V	V	V	V	V	V	V	V	V	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	8								
				Offshore	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0						
				Overtime																							4		2		4	3				13						
10	Shahid S. Zahoor	927	Applications Architect	Onsite	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	184							
				Offshore	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0						
				Overtime																																						
11	Syed I. Zabih	1007	Engineering Aide B	Onsite	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	8	8	X	X	8	8	8	184							
				Offshore	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0						
				Overtime																																						

NOTES:												Schedule - B Attachment - IV											
<p>☐The Form is to be approved by Division Manager or Above.</p> <p>☐Attach the pre-approved overtime from the authorized person according to the Company Rules.</p> <p>☐Attach the Contractor's Manpower Vehicle Usage Timesheet for the same employees in case the Contract includes Vehicles' Usage.</p> <p>Original Soft/Hard copy of the Form is accepted.</p> <p>☐Any erasure/correction in the Form will render it invalid.</p> <p>Contractor shall present with his invoice the Security ID Card copy for every employee listed above, attached with this Timesheet.</p>																							

Filling Instructions	
Fill in Actual Working Hours only. Highlight Weekends - Holidays - Saudi National Day.	
Symbol	Represent
X	Weekends
H	Holidays
V	Vacations
L	Leave without pay
E	Emergency Leave
S	Sick Leave
M	Marriage
NB	Newborn
D	Death
Z	Leave Without Permission
Contractor's Representative Acceptance	
Name	Mussa Al-Rashid
Title	Project Manager
Phone #	00966-13-849-5134
Signature	
Company Approval	
Name	Abdullah M. Al-Talha
Title	Manager, ITC Projects Execution Div.
Badge #	
Div/ Dept. Name	
Phone #	
Signature	

الشركة السعودية للمعدات والآلات
SAUDI BUSINESS MACHINES LTD.

رقم الترخيص	البريد الإلكتروني	البريد الإلكتروني	الهاتف
CR 205011086	CR 2051007009	CR 1010060445	CR 4030027540

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Contractor's Employee		Item /Job Code	Job Title	Type	August																2022																Total Hours
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12	Abdullah Munir Nasser	1072	Business Development Analyst	Onsite	8	8	8	8	X	X	8	8	8	8	8	8	X	X	8	8	8	8	8	8	8	8	8	X	X	8	8	8	8	184			
				Offshore	0	0	0	0	X	X	0	0	0	0	0	0	0	0	0	0	X	X	0	0	0	0	0	X	X	0	0	0	0				
				Overtime																																	
13	Aisha Nasser Al-Buqami	788	Project Manager III	Onsite	8	8	8	8	X	X	8	8	8	8	8	8	X	X	8	8	8	8	8	8	8	8	X	X	8	8	8	8	184				
				Offshore	0	0	0	0	X	X	0	0	0	0	0	0	X	X	0	0	0	0	0	0	0	0	X	X	0	0	0	0					
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Contractor's Representative Acceptance	
Name	Mussa Al-Rashid
Title	Project Manager
Phone #	00966-13-849-5134
Signature	
Company Approval	
Name	Abdullah M. Al-Talha
Title	Manager, ITC Projects Execution Div.
Badge #	
Div/ Dept. Name	
Phone #	
Signature	



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13	Aisha Nasser Al-Buqami	788	Project Manager III	Onsite																							8	8	8	8	8	X	X	8	48									
				Offshore																								0	0	0	0	0	X	X	0									
				Overtime																																								
		0	0	Onsite																																								
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D	Death
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Cotractor's Representative Acceptance

Name	Mussa Al-Rashid
Title	Project Manager
Phone #	00966-13-849-5134
Signature	

Company Approval

Name	Abdullah M. Al-Talha
Title	Manager, ITC Projects Execution Div.
Badge #	
Div/ Dept. Name	
Phone #	
Signature	

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