

TIMESHEET FOR THE MONTH OF MAY 2025					
Name *	Varshitha M B		Month	May	From 1st May 2025
Company*	Sagility India Private Limited		Total Days/M	31	To 31st May 2025
Client*	NA		Location*	Bangalore	Contact No.* 9743014933
Week	Date	Day	Time*	Description*	
Week 1	1/May/25	Thursday		holiday	
	2/May/25	Friday	8.00	KT Session	
	3/May/25	Saturday		holiday	
	4/May/25	Sunday		holiday	
Week 2	5/May/25	Monday	8.00	Allocation Template	
	6/May/25	Tuesday	8.00	Result Template	
	7/May/25	Wednesday	8.00	Question and Answer Template	
	8/May/25	Thursday	8.00	Pat Template	
	9/May/25	Friday	8.00	Pat Template	
	10/May/25	Saturday		holiday	
	11/May/25	Sunday		holiday	
Week 3	12/May/25	Monday	8.00	Employee self service Template	
	13/May/25	Tuesday	8.00	HRO Report, Lock Variable Pay Record , Upload Variable Pay Template	
	14/May/25	Wednesday	8.00	Upload Wedding Benefits, Variable Pay Inputs, Variable Pay Operations Template	
	15/May/25	Thursday	8.00	Variable Pay Reports Templates	
	16/May/25	Friday	8.00	VPF Benefits Procedure Template	
	17/May/25	Saturday		holiday	
	18/May/25	Sunday		holiday	
Week 4	19/May/25	Monday	8.00	Production report Template, Input Template	
	20/May/25	Tuesday	8.00	Agent Performance Templates - Uploader Dashboard, Line HR Dashboard	
	21/May/25	Wednesday	8.00	Agent Performance Templates - Sub Process Head,	
	22/May/25	Thursday	8.00	New Report Template	
	23/May/25	Friday	8.00	Audit Template	
	24/May/25	Saturday		holiday	

	25/May/25	Sunday		holiday		
	26/May/25	Monday	8.00	Peer Audit Template		
	27/May/25	Tuesday	8.00	Central Hub Templates		
	28/May/25	Wednesday	8.00	Central Hub Dashboard		
	29/May/25	Thursday	8.00	Travel Template		
	30/May/25	Friday		Travel Template - Changes		
	31/May/25	Saturday		holiday		
	Working Days *		Official Leaves* (Including Sat / Sun)	Days Present	Extra / Comp-off * (On Official Leaves)	Total Days
20		11	20	0.0		
Prepared By * :		Varshitha M B		Date * :	31/May/25	