

CSIR-CMERI, DURGAPUR
Attendance Card Report

From: DD-MMM-YYYY To: DD-MMM-YYYY Run On: 07-Dec-2023 At:10:37:14 Page No: XXX

Department :xxxxxxxxxxxxxxxxxxxxxxxx

Employee :Id Name AADHAR ID :xxxxxxxx

Date	Shift	In	Out	In	Out	In	Out	In	Out	Worked Hours	Lv.To Be Appl	Leave Applied	Extra Remark Hours
1	Wed	GE	09:43	13:41	14:19	19:10				08:09			00:40
2	Thu	GE	09:40	13:32	14:20	16:52	17:04	18:39		07:50			00:09
3	Fri	GE	09:40	13:54	14:23	18:19				08:09			00:00
4	Sat	GE Week Off											00:00
5	Sun	GE Week Off											00:00
6	Mon	GE	09:42	13:42	14:18	18:37				08:12			00:07
7	Tue	GE	09:52	13:44	14:18	15:53	16:05	17:41	17:55	19:05	07:38		00:35
8	Wed	GE	09:45	13:44	14:19	19:04				08:10			00:34
9	Thu	GE	09:43	13:44	14:16	16:56	17:08	18:40		08:03			00:10
10	Fri	GE	09:45	18:33						08:15			00:03
11	Sat	GE Week Off											00:00
12	Sun	Holiday											00:00
13	Mon	GE Absent									1		
14	Tue	GE	09:13	13:37	14:11	15:56	16:09	17:43	18:07	18:47	08:06		00:17
15	Wed	GE	09:54	13:42	14:13	16:28					08:03		00:00
16	Thu	GE	09:41	13:44	14:14	16:52	17:07	18:38		08:04			00:08
17	Fri	GE	09:33	13:41	14:20	19:12				08:18			00:42
18	Sat	GE Week Off											00:00
19	Sun	GE Week Off											00:00
20	Mon	GE	09:50	13:33	14:04	18:26				08:05			00:00
21	Tue	GE	09:47	13:46	14:15	16:53	17:06	18:41		08:01			00:11
22	Wed	GE	09:43	13:45	14:19	18:30				08:13			00:00
23	Thu	GE	09:38	13:43	14:12	15:49	16:01	17:36	17:48	18:44	07:59		00:14
24	Fri	GE	10:46	13:38	14:21	18:32				08:01			00:02
25	Sat	GE Week Off											00:00
26	Sun	GE Week Off											00:00
27	Mon	GE Casual Leave											00:00
28	Tue	GE	09:40	13:40	14:16	18:49				08:14			00:19
29	Wed	GE	09:44	13:44	14:15	18:39				08:15			00:09
30	Thu	GE	09:38	13:43	14:22	18:45				08:13			00:15

Normal(Extended)Office hours : 09:30 hrs. - 18:00 hrs. (09:00 hrs. - 18:30 hrs.)

Required Working Hours : 168:00(Excluding Weekly Off,Holiday and Leave Applied)

Total Work Done : 161:58

Extra Work Done : 004:35(Outside Extended Office Hours)

Leave Applied : 0(Full Day) 0(Half Day)

✓Leave To be Applied : 1(Full Day) 0(Half Day)

✓Tour Days: : 0

✓Late Entry: : 1 Early Exit : 1

Number of Days Absent : 1 Deficit Attendance : Yes