

# Workgroup Attendance Report

## Group: Kakitangan

JPS Petaling

Tkt1 , Kompleks Pejabat Daerah Petaling, No 9, Jln SS 16/1 , 47500 Subang Jaya, Selangor

On 04/04/2005

Time In: 04/04/2005 08:01:00 AM Time Out : 04/04/2005 05:00:00 PM

Date printed: 04/11/2008 09:00:20 AM

No.	Work ID	Name	In	Out	Hours Late	Notes
1	5	Abdul Hakim bin Mokhtar	07:59:04 AM 04:32:05 PM	10:48:22 AM 04:33:38 PM		Early exit:Kerja Luar
2	9	Azidah bt Rosdi	07:50:37 AM	*		
3	14	Buang bin Abdul Basir	07:42:44 AM	*		
4	6	Chanthira Sageran a/l Kumarasamy	07:59:24 AM	09:47:59 AM		Early exit:Kerja Luar
5	1	Ir. Azmi bin Ibrahim	07:53:51 AM	06:22:46 PM		
6	10	Ishak bin Othman	07:56:14 AM	04:32:43 PM		
7	17	Jayabalan a/l Sinnathamby	09:14:52 AM	*	1h 13m	Late:Hospital / Klinik
8	20	Khairul Armee bin Kharudin	07:50:18 AM	04:33:01 PM		
9	8	Lau Cheng Yam	07:29:04 AM	04:31:02 PM		
10	16	Mahendran a/l Suppiah	*	*		
11	21	Mohd Effendy bin Kusmin	07:28:53 AM	04:36:04 PM		
12	2	Mohd Hazri bin Moh Khambali	08:13:01 AM	04:33:57 PM	0h 12m	Late:Kesesakan Lalulintas
13	13	Mohd Shareza bin Izhar	07:56:54 AM	04:30:57 PM		
14	22	Muhamad Norazuan bin Ramli	07:28:58 AM	04:36:00 PM		
15	19	Norliza bt Abd. Latib	07:28:49 AM	04:31:33 PM		
16	7	Norulazhar bin Amit	*	*		Leave: Cuti Rehat
17	11	Rosni bt Ahmad	07:24:06 AM	04:34:38 PM		
18	15	Yahya bin Maakip	07:51:29 AM	05:44:31 PM		
19	18	Zuranaliza bt. Ab Talib	*	*		

Total attendance : 16

Total attendance (late): 2

Total absent: 3

Total not logged out: 3

Total Hours Late: 1h 25m

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## Individual Attendance Report

*Ishak bin Othman*

User ID: 12

Registration No.: 10

Workgroup: Kakitangan

Attendance report from Tuesday, February 01, 2005 to Monday, February 28, 2005

Date printed: Tuesday, November 04, 2008

No.	Date	Day	In	Out	Hours Late	Total Hours	Notes
1	01/02/2008	Tuesday	07:56 AM	04:34 PM		8h 38m	
2	02/02/2005	Wednesda	07:56 AM	04:33 PM		8h 37m	
3	03/02/2008	Thursday	08:01 AM	03:16 PM	0h 1m	7h 15m	Late:Hospital / Klinik; Early exit:O
4	04/02/2008	Friday	07:55 AM	04:37 PM		8h 42m	
5	05/02/2008	Saturday	08:19 AM	*	0h 18m	0h 0m	
6	06/02/2008	Sunday	Absent				
7	07/02/2008	Monday	07:58 AM	04:00 PM		8h 2m	Early exit:Others
8	08/02/2008	Tuesday	07:55 AM	04:35 PM		8h 40m	
9	09/02/2008	Wednesda	Absent				
10	10/02/2008	Thursday	Absent				
11	11/02/2008	Friday	Absent				
12	12/02/2008	Saturday	Absent				
13	13/02/2005	Sunday	Absent				
14	14/02/2005	Monday	07:59 AM	04:47 PM		8h 48m	
15	15/02/2005	Tuesday	07:57 AM	04:32 PM		8h 35m	
16	16/02/2005	Wednesda	08:00 AM	04:38 PM		8h 38m	Late:Others
17	17/02/2005	Thursday	08:01 AM	05:22 PM	0h 1m	9h 21m	Late:Others
18	18/02/2005	Friday	08:00 AM	04:35 PM		8h 35m	Late:Others
19	19/02/2005	Saturday	10:23 AM	*	2h 23m	0h 0m	Late:Others
20	20/02/2005	Sunday	Absent				
21	21/02/2005	Monday	08:02 AM	*	0h 2m	0h 0m	Late:Others
22	22/02/2005	Tuesday	07:57 AM	04:38 PM		8h 41m	
23	23/02/2005	Wednesda	08:00 AM	04:33 PM		8h 33m	Late:Others
24	24/02/2005	Thursday	11:05 AM	04:30 PM	3h 5m	5h 25m	Late:Urusan Rasmi di JPS Shah Al:
25	25/02/2005	Friday	08:00 AM	04:31 PM		8h 31m	Late:Others
26	26/02/2005	Saturday	07:57 AM	11:07 AM		3h 10m	Early exit:Hospital / Klinik
27	27/02/2005	Sunday	Absent				
28	28/02/2005	Monday	08:13 AM	04:45 PM	0h 13m	8h 32m	Late:Hospital / Klinik

Total attendance: 20  
 Total Hours: 136h 43m  
 Total attendance (late): 10  
 Total early exit: 3  
 Total not logged out: 3  
 Total days absent: 8  
 Total workday: 28  
 Total Hours Late: 6h 3m

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# Monthly Report

JPS Petaling

Tkt1 , Kompleks Pejabat Daerah Petaling, No 9, Jln SS 16/1 , 47500 Subang Jaya, Selangor

**Month: April**

**Group: Kakitangan**

Bil	Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
1	Abdul Hakim bin Mokhtar	O	*	*	O	A	O	O	O	X	*	X	*	O	*	O	*	*	O	O	X		O	X	*	O	A	A	O	O	C	
2	Azidah bt Rosdi	O	*	*	O	O	O	O	O	A	*	O	O	O	O	O	*	*	O	C	C		X	C	*	O	O	O	X	O	A	
3	Buang bin Abdul Basir	A	*	*	O	A	O	X	X	*	*	X	X	X	*	O	*	*	O	X	*		A	*	*	*	O	O	*	O	*	
4	Chanthira Sageran a/l Kumarasamy	XA	*	*	A	A	X	A	O	A	*	A	XA	XA	XA	A	*	*	O	XA	XA		XA	O	*	A	A	A	O	O	A	
5	Ir. Azmi bin Ibrahim	O	*	*	O	O	X	O	O	O	*	O	X	O	C	*	*	*	*	*	*		*	*	*	*	X	O	O	O	*	
6	Ishak bin Othman	O	*	*	O	A	A	XA	A	O	*	A	*	O	XA	O	*	*	A	O	A		O	A	*	C	C	A	*	*	*	
7	Jayabalan a/l Sinnathamby	A	*	*	X	A	X	A	O	A	*	X	A	O	O	A	*	*	C	XA	O		O	A	*	A	O	*	A	X	C	
8	Lau Cheng Yam	O	*	*	O	A	O	O	A	O	*	A	A	O	O	O	*	*	O	XA	O		O	O	*	O	O	O	O	A	O	
9	Mohd Effendy bin Kusmin	A	*	*	O	A	A	O	O	*	*	O	O	O	O	O	*	*	O	O	O		O	*	*	O	O	O	O	O	*	
10	Mohd Hazri bin Moh Khambali	O	*	*	X	*	*	*	A	O	*	X	O	X	O	O	*	*	O	O	X		O	O	*	C	C	C	C	C	C	
11	Mohd Shareza bin Izhar	X	*	*	O	*	*	O	O	O	*	O	*	*	C	C	*	*	C	*	*		O	O	*	O	*	*	O	O	O	
12	Muhamad Norazuan bin Ramli	A	*	*	O	A	A	O	O	*	*	O	O	O	O	O	*	*	O	O	O		O	*	*	O	O	O	O	O	*	
13	Norliza bt Abd. Latib	O	*	*	O	O	O	A	O	O	*	X	A	O	O	O	*	*	O	O	O		O	O	*	O	O	O	A	C	C	
14	Norlizam bin Zakaria	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	X	O	C	C	C	O	*	O	O	A	O	O	A
15	Norulazhar bin Amit	X	*	*	C	O	X	*	O	O	*	O	O	O	O	O	*	*	O	O	O		O	O	*	O	X	XA	O	O	A	
16	Rosni bt Ahmad	O	*	*	O	O	O	A	O	O	*	O	O	O	O	O	*	*	O	*	O		O	A	*	O	O	O	A	C	C	
17	Yahya bin Maakip	O	*	*	O	O	O	O	O	O	*	O	O	O	O	O	*	*	X	O	O		O	O	*	O	O	O	O	O	O	
18	Zuranaliza bt. Ab Talib	O	*	*	*	O	X	O	O	O	*	*	O	O	O	O	*	*	O	O	O		O	O	*	O	X	X	A	C	C	

Notes:	
O	Present
X	Late
A	Out early
XA	Late and Out early
*	Absent
	Non working day
	Public holiday
O	Holiday but present
O	Non working day but present
C	Apply leave
H	Present, Didnt come to office

# Late Attendance / Early Exit Report

## Workgroup: Kakitangan

JPS Petaling

Tkt1 , Kompleks Pejabat Daerah Petaling, No 9, Jln SS 16/1 , 47500 Subang Jaya, Selangor

From Friday, April 01, 2005 to Wednesday, April 06, 2005

Date printed: Tuesday, November 04, 2008

No.	Work ID	Name	Date	In	Out	Notes
1	14	Buang bin Abdul Basir	01/04/2005	07:37:33 AM	08:50:38 AM	Early exit:Kerja Luar
2	17	Jayabalan a/l Sinnathamby	01/04/2005	07:37:47 AM	03:08:33 PM	Early exit:Kerja Luar
3	22	Muhamad Norazuan bin Ramli	01/04/2005	07:44:15 AM	08:34:00 AM	Early exit:Kerja Luar
4	21	Mohd Effendy bin Kusmin	01/04/2005	07:44:20 AM	08:34:12 AM	Early exit:Kerja Luar
5	20	Khairul Armee bin Kharudin	01/04/2005	07:54:23 AM	08:34:32 AM	Early exit:Kerja Luar
6	7	Norulazhar bin Amit	01/04/2005	08:01:14 AM	04:46:02 PM	Late:Others
7	13	Mohd Shareza bin Izhar	01/04/2005	08:06:25 AM	04:30:28 PM	Late:Kesesakan Lalulintas
8	6	Chanthira Sageran a/l Kumarasamy	01/04/2005	11:14:45 AM	03:05:46 PM	Late:Kerja Luar
9	6	Chanthira Sageran a/l Kumarasamy	04/04/2005	07:59:24 AM	09:47:59 AM	Early exit:Kerja Luar
10	2	Mohd Hazri bin Moh Khambali	04/04/2005	08:13:01 AM	04:33:57 PM	Late:Kesesakan Lalulintas
11	17	Jayabalan a/l Sinnathamby	04/04/2005	09:14:52 AM		Late:Hospital / Klinik
12	22	Muhamad Norazuan bin Ramli	05/04/2005	07:29:28 AM	10:18:54 AM	Early exit:Kerja Luar
13	21	Mohd Effendy bin Kusmin	05/04/2005	07:29:33 AM	10:18:43 AM	Early exit:Kerja Luar
14	14	Buang bin Abdul Basir	05/04/2005	07:31:13 AM	11:11:32 AM	Early exit:Kerja Luar
15	8	Lau Cheng Yam	05/04/2005	07:32:16 AM	03:01:07 PM	Early exit:Kerja Luar
16	17	Jayabalan a/l Sinnathamby	05/04/2005	07:35:13 AM	02:22:03 PM	Early exit:Kerja Luar
17	6	Chanthira Sageran a/l Kumarasamy	05/04/2005	07:35:17 AM	02:23:11 PM	Early exit:Kerja Luar
18	20	Khairul Armee bin Kharudin	05/04/2005	07:39:05 AM	10:18:31 AM	Early exit:Kerja Luar
19	5	Abdul Hakim bin Mokhtar	05/04/2005	07:54:15 AM	03:54:46 PM	Early exit:Kerja Luar
20	10	Ishak bin Othman	05/04/2005	07:56:34 AM	01:42:00 PM	Early exit:Kerja Luar
21	22	Muhamad Norazuan bin Ramli	06/04/2005	07:31:58 AM	07:33:33 AM	Early exit:Kerja Luar
22	21	Mohd Effendy bin Kusmin	06/04/2005	07:32:04 AM	07:33:22 AM	Early exit:Kerja Luar
23	10	Ishak bin Othman	06/04/2005	07:57:34 AM	01:27:13 PM	Early exit:Urusan Rasmi di JPS Shah Alam
24	1	Ir. Azmi bin Ibrahim	06/04/2005	08:06:51 AM	05:06:45 PM	Late:Kerja Luar
25	18	Zuranaliza bt. Ab Talib	06/04/2005	08:10:15 AM	04:30:56 PM	Late:Others
26	7	Norulazhar bin Amit	06/04/2005	08:12:32 AM		Late:Others
27	17	Jayabalan a/l Sinnathamby	06/04/2005	09:47:08 AM	02:05:33 PM	Late:Hospital / Klinik Early exit:Kerja Luar
28	6	Chanthira Sageran a/l Kumarasamy	06/04/2005	11:01:13 AM		Late:Kerja Luar

Total attendance (late): 10

Total early exit: 19

# Worktime / Overtime Report

## Kakitangan

JPS Petaling

Tkt1 , Kompleks Pejabat Daerah Petaling, No 9, Jln SS 16/1 , 47500 Subang Jaya, Selangor

Date of Worktime/Overtime : 04/04/2005

Overtimes of the day:

:12:00:00 AM to 12:00:00 AM

:04/04/2005 05:01:00 PM to 05/04/2005

Payment rate: RM0

Overtime rate: RM0

Date printed 04/11/2008 09:02:14 AM

No.	Work ID	Name	Total Hours	Overtime	Payment
1	5	Abdul Hakim bin Mokhtar	2h 47m	0h 0m	0
2	5	Abdul Hakim bin Mokhtar	0h 0m	0h 1m	0
3	9	Azidah bt Rosdi	0h 0m	0h 0m	0
4	14	Buang bin Abdul Basir	0h 0m	0h 0m	0
5	6	Chanthira Sageran a/l Kumarasamy	1h 46m	0h 0m	0
6	1	Ir. Azmi bin Ibrahim	7h 29m	1h 52m	0
7	10	Ishak bin Othman	7h 29m	0h 2m	0
8	17	Jayabalan a/l Sinnathamby	0h 0m	0h 0m	0
9		k	0h 0m	0h 0m	0
10	20	Khairul Armee bin Kharudin	7h 29m	0h 3m	0
11		Lalala	0h 0m	0h 0m	0
12	8	Lau Cheng Yam	7h 29m	0h 1m	0
13	16	Mahendran a/l Suppiah	0h 0m	0h 0m	0
14	21	Mohd Effendy bin Kusmin	7h 29m	0h 6m	0
15		Mohd Hazim Nordin	0h 0m	0h 0m	0
16	2	Mohd Hazri bin Moh Khambali	7h 17m	0h 3m	0
17		MOhd sampsul	0h 0m	0h 0m	0
18	13	Mohd Shareza bin Izhar	7h 29m	0h 0m	0
19	22	Muhamad Norazuan bin Ramli	7h 29m	0h 6m	0
20		naim test	0h 0m	0h 0m	0
21	24	Nasaruddin bin Othman	0h 0m	0h 0m	0
22	19	Norliza bt Abd. Latib	7h 29m	0h 1m	0
23	23	Norlizam bin Zakaria	0h 0m	0h 0m	0
24	7	Norulazhar bin Amit	0h 0m	0h 0m	0
25		NURDIN	0h 0m	0h 0m	0
26	11	Rosni bt Ahmad	7h 29m	0h 4m	0
27	26	Suppiah a/l Arumugam	0h 0m	0h 0m	0
28		Wan Ahmad Naim bin Wan Ghazali	0h 0m	0h 0m	0
29	15	Yahya bin Maakip	7h 29m	1h 14m	0
30	25	Zuraini bt Mohd Yahya	0h 0m	0h 0m	0
31	18	Zuranaliza bt. Ab Talib	0h 0m	0h 0m	0

Total normal hours: 86h 40m Hour(s)

Total overtime: 3h 33m Hour(s)

Total paymentRM 0.00

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# Individual Worktime Report

## Ishak bin Othman

JPS Petaling

Tkt1 , Kompleks Pejabat Daerah Petaling, No 9, Jln SS 16/1 , 47500 Subang Jaya, Selangor

Date of Worktime/Overtime from 01/04/2005 to 30/04/2005

Date printed: 04/11/2008 09:03:34 AM

No.	Day	Date	In	Out	Total Hours	Overtime	Payment	Hours	Late
1	Friday	01/04/2005	07:54:39 AM		0h 0m	0h 0m	RM 0.00		
2	Monday	04/04/2005	07:56:14 AM	04:32:43 PM	7h 29m	0h 2m	RM 0.00		
3	Tuesday	05/04/2005	07:56:34 AM	01:42:00 PM	4h 59m	0h 0m	RM 0.00		
4	Wednesday	06/04/2005	07:57:34 AM	01:27:13 PM	4h 59m	0h 0m	RM 0.00		
5	Thursday	07/04/2005	10:30:26 AM	03:53:46 PM	4h 23m	0h 0m	RM 0.00	2h 29m	
6	Friday	08/04/2005	07:50:21 AM	11:59:12 AM	3h 58m	0h 0m	RM 0.00		
7	Saturday	09/04/2005	07:53:35 AM		0h 0m	0h 0m	RM 0.00		
8	Monday	11/04/2005	07:56:46 AM	12:23:24 PM	4h 22m	0h 0m	RM 0.00		
9	Wednesday	13/04/2005	07:52:21 AM	04:49:00 PM	7h 29m	0h 19m	RM 0.00		
10	Thursday	14/04/2005	10:48:56 AM	03:51:33 PM	4h 3m	0h 0m	RM 0.00	2h 47m	
11	Friday	15/04/2005	07:57:22 AM		0h 0m	0h 0m	RM 0.00		
12	Monday	18/04/2005	07:54:23 AM	01:10:28 PM	4h 59m	0h 0m	RM 0.00		
13	Tuesday	19/04/2005	08:00:20 AM	04:33:26 PM	7h 29m	0h 3m	RM 0.00		
14	Wednesday	20/04/2005	07:57:21 AM	02:19:04 PM	5h 18m	0h 0m	RM 0.00		
15	Friday	22/04/2005	07:55:43 AM	04:32:36 PM	5h 59m	0h 2m	RM 0.00		
16	Saturday	23/04/2005	07:56:04 AM	08:48:14 AM	0h 47m	0h 0m	RM 0.00		
17	Wednesday	27/04/2005	07:55:12 AM	08:56:34 AM	0h 55m	0h 0m	RM 0.00		

Total normal hours: 67h 9m Hour(s)

Total overtime: 0h 26m Hour(s)

Total payment: RM 0.00

Total Hours Late: 5h 16m

No UPL

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