

# Daily In-Out Report

From: 13-Apr-2026 To: 30-Apr-2026

| Emp ID                      | Emp Name           | Attn Date   | In Time  | Out Time | Total Hrs    | OS Hrs       | Status |
|-----------------------------|--------------------|-------------|----------|----------|--------------|--------------|--------|
| <b>Branch</b> : Your Branch |                    |             |          |          |              |              |        |
| <b>Department</b> : STAFF   |                    |             |          |          |              |              |        |
| SW-101                      | Dr.Sr.Elisaba Ekka |             |          |          |              |              |        |
| GENERAL                     | 09:00              | 13-Apr-2026 | 08:03:00 | 16:39:00 | 08:36        | 01:36        | XX     |
| GENERAL                     | 09:00              | 14-Apr-2026 | 08:37:00 | 16:52:00 | 08:15        | 01:15        | XX     |
| GENERAL                     | 09:00              | 15-Apr-2026 | 08:25:00 | 16:35:00 | 08:10        | 01:10        | XX     |
| GENERAL                     | 09:00              | 16-Apr-2026 | 08:27:00 | 16:42:00 | 08:15        | 01:15        | XX     |
| GENERAL                     | 09:00              | 17-Apr-2026 | 08:54:00 | 17:02:00 | 08:08        | 01:08        | P      |
| GENERAL                     | 09:00              | 18-Apr-2026 | 08:17:00 |          | 00:00        | 00:00        | E      |
|                             |                    | 19-Apr-2026 |          |          | 00:00        | 00:00        | W      |
|                             |                    | 20-Apr-2026 |          |          | 00:00        | 00:00        | A      |
|                             |                    | 21-Apr-2026 |          |          | 00:00        | 00:00        | A      |
| GENERAL                     | 09:00              | 22-Apr-2026 | 09:19:00 | 17:38:00 | 08:19        | 01:19        | P      |
| GENERAL                     | 09:00              | 23-Apr-2026 | 08:57:00 | 17:10:00 | 08:13        | 01:13        | P      |
| GENERAL                     | 09:00              | 24-Apr-2026 | 08:54:00 | 16:53:00 | 07:59        | 00:59        | P      |
| GENERAL                     | 09:00              | 25-Apr-2026 | 08:06:00 | 15:39:00 | 07:33        | 00:33        | P      |
|                             |                    | 26-Apr-2026 |          |          | 00:00        | 00:00        | W      |
| GENERAL                     | 09:00              | 27-Apr-2026 | 08:42:00 | 17:10:00 | 08:28        | 01:28        | P      |
| GENERAL                     | 09:00              | 28-Apr-2026 | 08:07:00 | 16:51:00 | 08:44        | 01:44        | P      |
| GENERAL                     | 09:00              | 29-Apr-2026 | 08:09:00 | 16:55:00 | 08:46        | 01:46        | P      |
|                             |                    | 30-Apr-2026 |          |          | 00:00        | 00:00        | A      |
|                             |                    |             |          |          | <b>99:26</b> | <b>15:26</b> |        |
| SW-102                      | Sr.Majela Ekka     |             |          |          |              |              |        |
| GENERAL                     | 09:00              | 13-Apr-2026 | 08:43:00 | 16:38:00 | 07:55        | 00:55        | XX     |
| GENERAL                     | 09:00              | 14-Apr-2026 |          |          | 00:00        | 00:00        | XX     |

**W = Weekly Off / A = Absent / H = Holiday / LH = Less Hours / HD = Half Day / PW = Present On WeekOff Day / PH = Present On Holiday / PHW = Present On Holiday & WeekOff Day / XX = Not Applicable / CL = Casaul Leave / HCL = Half Casaul Leave**

| Emp ID  | Emp Name         | Attn Date   | In Time  | Out Time | Total Hrs    | OS Hrs      | Status |
|---------|------------------|-------------|----------|----------|--------------|-------------|--------|
|         |                  |             | 08:37:00 |          |              |             |        |
|         |                  | 15-Apr-2026 |          |          | 00:00        | 00:00       | XX     |
|         |                  | 16-Apr-2026 |          |          | 00:00        | 00:00       | XX     |
| GENERAL | 09:00            | 17-Apr-2026 | 16:51:00 |          | 00:00        | 00:00       | E      |
| GENERAL | 09:00            | 18-Apr-2026 | 15:10:00 |          | 00:00        | 00:00       | E      |
|         |                  | 19-Apr-2026 |          |          | 00:00        | 00:00       | W      |
| GENERAL | 09:00            | 20-Apr-2026 | 16:23:00 |          | 00:00        | 00:00       | E      |
|         |                  | 21-Apr-2026 |          |          | 00:00        | 00:00       | A      |
|         |                  | 22-Apr-2026 |          |          | 00:00        | 00:00       | A      |
|         |                  | 23-Apr-2026 |          |          | 00:00        | 00:00       | A      |
|         |                  | 24-Apr-2026 |          |          | 00:00        | 00:00       | A      |
|         |                  | 25-Apr-2026 |          |          | 00:00        | 00:00       | A      |
|         |                  | 26-Apr-2026 |          |          | 00:00        | 00:00       | W      |
|         |                  | 27-Apr-2026 |          |          | 00:00        | 00:00       | A      |
|         |                  | 28-Apr-2026 |          |          | 00:00        | 00:00       | A      |
|         |                  | 29-Apr-2026 |          |          | 00:00        | 00:00       | A      |
| GENERAL | 09:00            | 30-Apr-2026 | 09:05:00 | 16:35:00 | 07:30        | 00:30       | P      |
|         |                  |             |          |          | <b>15:25</b> | <b>1:25</b> |        |
| SW-103  | Sr.Deepika Lakra |             |          |          |              |             |        |
| GENERAL | 09:00            | 13-Apr-2026 | 08:24:00 | 16:29:00 | 08:05        | 01:05       | XX     |
| GENERAL | 09:00            | 14-Apr-2026 | 08:41:00 | 16:30:00 | 07:49        | 00:00       | XX     |
| GENERAL | 09:00            | 15-Apr-2026 | 08:48:00 | 16:13:00 | 07:25        | 00:25       | XX     |
| GENERAL | 09:00            | 16-Apr-2026 | 08:48:00 | 16:20:00 | 07:32        | 00:32       | XX     |
| GENERAL | 09:00            | 17-Apr-2026 | 08:53:00 | 16:12:00 | 07:19        | 00:19       | P      |
| GENERAL | 09:00            | 18-Apr-2026 | 08:56:00 | 14:53:00 | 05:57        | 00:00       | HD     |
|         |                  | 19-Apr-2026 |          |          | 00:00        | 00:00       | A      |

W = Weekly Off / A = Absent / H = Holiday / LH = Less Hours / HD = Half Day / PW = Present On WeekOff Day / PH = Present On Holiday / PHW = Present On Holiday & WeekOff Day / XX = Not Applicable / CL = Casaul Leave / HCL = Half Casaul Leave

| Emp ID  | Emp Name           | Attn Date   | In Time              | Out Time | Total Hrs     | OS Hrs      | Status |
|---------|--------------------|-------------|----------------------|----------|---------------|-------------|--------|
| GENERAL | 09:00              | 20-Apr-2026 | 10:57:00             | 16:31:00 | 05:34         | 00:00       | HD     |
| GENERAL | 09:00              | 21-Apr-2026 | 08:12:00             | 16:38:00 | 08:26         | 00:00       | PW     |
| GENERAL | 09:00              | 22-Apr-2026 | 08:24:00             | 16:25:00 | 08:01         | 01:01       | P      |
| GENERAL | 09:00              | 23-Apr-2026 | 08:41:00             | 16:24:00 | 07:43         | 00:43       | P      |
| GENERAL | 09:00              | 24-Apr-2026 | 08:29:00             | 16:19:00 | 07:50         | 00:50       | P      |
| GENERAL | 09:00              | 25-Apr-2026 | 08:24:00             | 14:50:00 | 06:26         | 00:00       | HD     |
|         |                    | 26-Apr-2026 |                      |          | 00:00         | 00:00       | A      |
| GENERAL | 09:00              | 27-Apr-2026 | 08:39:00             | 16:35:00 | 07:56         | 00:56       | P      |
| GENERAL | 09:00              | 28-Apr-2026 | 08:12:00             | 16:47:00 | 08:35         | 00:00       | PW     |
|         |                    | 29-Apr-2026 |                      |          | 00:00         | 00:00       | A      |
|         |                    | 30-Apr-2026 |                      |          | 00:00         | 00:00       | A      |
|         |                    |             |                      |          | <b>104:38</b> | <b>5:51</b> |        |
| SW-104  | Miss. Shweta Baxla |             |                      |          |               |             |        |
| GENERAL | 09:00              | 13-Apr-2026 | 08:54:00             | 16:14:00 | 07:20         | 00:20       | XX     |
| GENERAL | 09:00              | 14-Apr-2026 | 08:46:00<br>16:17:00 | 08:57:00 | 00:11         | 00:00       | XX     |
| GENERAL | 09:00              | 15-Apr-2026 | 08:56:00             | 16:13:00 | 07:17         | 00:17       | XX     |
| GENERAL | 09:00              | 16-Apr-2026 | 08:56:00             | 16:14:00 | 07:18         | 00:18       | XX     |
| GENERAL | 09:00              | 17-Apr-2026 | 08:51:00             | 16:10:00 | 07:19         | 00:19       | P      |
| GENERAL | 09:00              | 18-Apr-2026 | 08:48:00             | 14:45:00 | 05:57         | 00:00       | HD     |
|         |                    | 19-Apr-2026 |                      |          | 00:00         | 00:00       | A      |
| GENERAL | 09:00              | 20-Apr-2026 | 08:49:00             | 16:15:00 | 07:26         | 00:26       | P      |
| GENERAL | 09:00              | 21-Apr-2026 | 08:48:00             | 16:17:00 | 07:29         | 00:29       | P      |
| GENERAL | 09:00              | 22-Apr-2026 | 08:54:00             | 16:15:00 | 07:21         | 00:21       | P      |
| GENERAL | 09:00              | 23-Apr-2026 | 08:55:00             | 16:16:00 | 07:21         | 00:21       | P      |
| GENERAL | 09:00              | 24-Apr-2026 | 08:53:00             | 16:13:00 | 07:20         | 00:20       | P      |

W = Weekly Off / A = Absent / H = Holiday / LH = Less Hours / HD = Half Day / PW = Present On WeekOff Day / PH = Present On Holiday / PHW = Present On Holiday & WeekOff Day / XX = Not Applicable / CL = Casaul Leave / HCL = Half Casaul Leave

| Emp ID  | Emp Name              | Attn Date   | In Time              | Out Time | Total Hrs     | OS Hrs     | Status |
|---------|-----------------------|-------------|----------------------|----------|---------------|------------|--------|
| GENERAL | 09:00                 | 25-Apr-2026 | 08:44:00             | 14:43:00 | 05:59         | 00:00      | HD     |
|         |                       | 26-Apr-2026 |                      |          | 00:00         | 00:00      | A      |
| GENERAL | 09:00                 | 27-Apr-2026 | 09:02:00<br>16:16:00 | 16:11:00 | 07:09         | 00:09      | E      |
| GENERAL | 09:00                 | 28-Apr-2026 | 08:58:00             | 16:08:00 | 07:10         | 00:10      | P      |
| GENERAL | 09:00                 | 29-Apr-2026 | 09:03:00             | 16:13:00 | 07:10         | 00:10      | P      |
| GENERAL | 09:00                 | 30-Apr-2026 | 08:44:00<br>16:15:00 | 16:11:00 | 07:27         | 00:27      | E      |
|         |                       |             |                      |          | <b>107:14</b> | <b>4:7</b> |        |
| SW-105  | Mrs.Ranjita Ann Toppo |             |                      |          |               |            |        |
| GENERAL | 09:00                 | 13-Apr-2026 | 09:00:00             | 16:11:00 | 07:11         | 00:11      | XX     |
| GENERAL | 09:00                 | 14-Apr-2026 | 16:16:00             |          | 00:00         | 00:00      | XX     |
| GENERAL | 09:00                 | 15-Apr-2026 | 08:59:00             | 16:11:00 | 07:12         | 00:12      | XX     |
| GENERAL | 09:00                 | 16-Apr-2026 | 08:53:00             |          | 00:00         | 00:00      | XX     |
| GENERAL | 09:00                 | 17-Apr-2026 | 09:00:00             | 16:11:00 | 07:11         | 00:11      | P      |
| GENERAL | 09:00                 | 18-Apr-2026 | 09:00:00             | 14:45:00 | 05:45         | 00:00      | HD     |
|         |                       | 19-Apr-2026 |                      |          | 00:00         | 00:00      | W      |
| GENERAL | 09:00                 | 20-Apr-2026 | 08:56:00             |          | 00:00         | 00:00      | E      |
| GENERAL | 09:00                 | 21-Apr-2026 | 08:59:00             |          | 00:00         | 00:00      | E      |
| GENERAL | 09:00                 | 22-Apr-2026 | 09:00:00             | 16:18:00 | 07:18         | 00:18      | P      |
| GENERAL | 09:00                 | 23-Apr-2026 | 08:58:00             | 16:14:00 | 07:16         | 00:16      | P      |
| GENERAL | 09:00                 | 24-Apr-2026 | 16:14:00             |          | 00:00         | 00:00      | E      |
| GENERAL | 09:00                 | 25-Apr-2026 | 08:50:00             | 14:35:00 | 05:45         | 00:00      | HD     |
|         |                       | 26-Apr-2026 |                      |          | 00:00         | 00:00      | W      |
| GENERAL | 09:00                 | 27-Apr-2026 | 08:57:00             |          | 00:00         | 00:00      | E      |
| GENERAL | 09:00                 | 28-Apr-2026 | 08:57:00             |          | 00:00         | 00:00      | E      |
|         |                       | 29-Apr-2026 |                      |          | 00:00         | 00:00      | A      |

W = Weekly Off / A = Absent / H = Holiday / LH = Less Hours / HD = Half Day / PW = Present On WeekOff Day / PH = Present On Holiday / PHW = Present On Holiday & WeekOff Day / XX = Not Applicable / CL = Casaul Leave / HCL = Half Casaul Leave

| Emp ID  | Emp Name                  | Attn Date   | In Time  | Out Time | Total Hrs     | OS Hrs     | Status |
|---------|---------------------------|-------------|----------|----------|---------------|------------|--------|
| GENERAL | 09:00                     | 30-Apr-2026 | 09:07:00 |          | 00:00         | 00:00      | E      |
|         |                           |             |          |          | <b>47:38</b>  | <b>1:8</b> |        |
| SW-106  | Miss.Sadhna Kujur         |             |          |          |               |            |        |
| GENERAL | 09:00                     | 13-Apr-2026 | 08:57:00 | 16:10:00 | 07:13         | 00:13      | XX     |
| GENERAL | 09:00                     | 14-Apr-2026 | 09:02:00 | 16:10:00 | 07:08         | 00:08      | XX     |
| GENERAL | 09:00                     | 15-Apr-2026 | 09:01:00 | 16:16:00 | 07:15         | 00:15      | XX     |
| GENERAL | 09:00                     | 16-Apr-2026 | 09:00:00 | 16:14:00 | 07:14         | 00:14      | XX     |
| GENERAL | 09:00                     | 17-Apr-2026 | 08:51:00 | 16:14:00 | 07:23         | 00:23      | P      |
| GENERAL | 09:00                     | 18-Apr-2026 | 08:59:00 | 14:40:00 | 05:41         | 00:00      | HD     |
|         |                           | 19-Apr-2026 |          |          | 00:00         | 00:00      | W      |
| GENERAL | 09:00                     | 20-Apr-2026 | 09:04:00 | 16:14:00 | 07:10         | 00:10      | P      |
| GENERAL | 09:00                     | 21-Apr-2026 | 09:01:00 | 16:14:00 | 07:13         | 00:13      | P      |
| GENERAL | 09:00                     | 22-Apr-2026 | 09:05:00 | 16:15:00 | 07:10         | 00:10      | P      |
| GENERAL | 09:00                     | 23-Apr-2026 | 09:01:00 | 16:15:00 | 07:14         | 00:14      | P      |
| GENERAL | 09:00                     | 24-Apr-2026 | 08:55:00 | 16:13:00 | 07:18         | 00:18      | P      |
| GENERAL | 09:00                     | 25-Apr-2026 | 08:39:00 | 11:44:00 | 03:05         | 00:00      | LH     |
|         |                           | 26-Apr-2026 |          |          | 00:00         | 00:00      | W      |
| GENERAL | 09:00                     | 27-Apr-2026 | 09:02:00 | 16:13:00 | 07:11         | 00:11      | P      |
| GENERAL | 09:00                     | 28-Apr-2026 | 09:04:00 | 16:16:00 | 07:12         | 00:12      | P      |
| GENERAL | 09:00                     | 29-Apr-2026 | 08:58:00 | 16:15:00 | 07:17         | 00:17      | P      |
| GENERAL | 09:00                     | 30-Apr-2026 | 09:00:00 | 16:10:00 | 07:10         | 00:10      | P      |
|         |                           |             |          |          | <b>109:54</b> | <b>3:8</b> |        |
| SW-107  | Miss. Nisha Prashann Ekka |             |          |          |               |            |        |
| GENERAL | 09:00                     | 13-Apr-2026 | 08:54:00 | 16:11:00 | 07:17         | 00:17      | XX     |
| GENERAL | 09:00                     | 14-Apr-2026 | 08:46:00 | 16:40:00 | 07:54         | 00:54      | XX     |
| GENERAL | 09:00                     | 15-Apr-2026 |          |          | 07:59         | 00:59      | XX     |

W = Weekly Off / A = Absent / H = Holiday / LH = Less Hours / HD = Half Day / PW = Present On WeekOff Day / PH = Present On Holiday / PHW = Present On Holiday & WeekOff Day / XX = Not Applicable / CL = Casaul Leave / HCL = Half Casaul Leave

| Emp ID  | Emp Name            | Attn Date   | In Time  | Out Time | Total Hrs     | OS Hrs      | Status |
|---------|---------------------|-------------|----------|----------|---------------|-------------|--------|
|         |                     |             | 08:14:00 | 16:13:00 |               |             |        |
| GENERAL | 09:00               | 16-Apr-2026 | 08:17:00 | 16:15:00 | 07:58         | 00:58       | XX     |
| GENERAL | 09:00               | 17-Apr-2026 | 08:18:00 | 16:10:00 | 07:52         | 00:52       | P      |
|         |                     | 18-Apr-2026 |          |          | 00:00         | 00:00       | A      |
|         |                     | 19-Apr-2026 |          |          | 00:00         | 00:00       | W      |
| GENERAL | 09:00               | 20-Apr-2026 | 08:25:00 | 16:16:00 | 07:51         | 00:51       | P      |
| GENERAL | 09:00               | 21-Apr-2026 | 09:04:00 | 16:25:00 | 07:21         | 00:21       | P      |
| GENERAL | 09:00               | 22-Apr-2026 | 08:18:00 | 16:17:00 | 07:59         | 00:59       | P      |
| GENERAL | 09:00               | 23-Apr-2026 | 09:08:00 | 16:14:00 | 07:06         | 00:06       | P      |
| GENERAL | 09:00               | 24-Apr-2026 | 09:08:00 | 16:13:00 | 07:05         | 00:05       | P      |
| GENERAL | 09:00               | 25-Apr-2026 | 08:45:00 | 14:43:00 | 05:58         | 00:00       | HD     |
|         |                     | 26-Apr-2026 |          |          | 00:00         | 00:00       | W      |
| GENERAL | 09:00               | 27-Apr-2026 | 08:25:00 | 16:16:00 | 07:51         | 00:51       | P      |
| GENERAL | 09:00               | 28-Apr-2026 | 09:12:00 | 16:09:00 | 06:57         | 00:00       | HD     |
| GENERAL | 09:00               | 29-Apr-2026 | 09:07:00 | 16:14:00 | 07:07         | 00:07       | P      |
| GENERAL | 09:00               | 30-Apr-2026 | 09:26:00 | 16:28:00 | 07:02         | 00:02       | P      |
|         |                     |             |          |          | <b>111:17</b> | <b>7:22</b> |        |
| SW-108  | Mrs. Isabela Tirkey |             |          |          |               |             |        |
|         |                     | 13-Apr-2026 |          |          | 00:00         | 00:00       | XX     |
| GENERAL | 09:00               | 14-Apr-2026 | 08:58:00 | 16:15:00 | 07:17         | 00:17       | XX     |
| GENERAL | 09:00               | 15-Apr-2026 | 08:54:00 | 16:12:00 | 07:18         | 00:18       | XX     |
| GENERAL | 09:00               | 16-Apr-2026 | 09:01:00 | 16:14:00 | 07:13         | 00:13       | XX     |
| GENERAL | 09:00               | 17-Apr-2026 | 08:57:00 | 16:11:00 | 07:14         | 00:14       | P      |
| GENERAL | 09:00               | 18-Apr-2026 | 09:23:00 | 14:45:00 | 05:22         | 00:00       | HD     |
|         |                     | 19-Apr-2026 |          |          | 00:00         | 00:00       | W      |
| GENERAL | 09:00               | 20-Apr-2026 | 08:53:00 | 16:14:00 | 07:21         | 00:21       | P      |

W = Weekly Off / A = Absent / H = Holiday / LH = Less Hours / HD = Half Day / PW = Present On WeekOff Day / PH = Present On Holiday / PHW = Present On Holiday & WeekOff Day / XX = Not Applicable / CL = Casaul Leave / HCL = Half Casaul Leave

| Emp ID  | Emp Name          | Attn Date   | In Time  | Out Time | Total Hrs   | OS Hrs      | Status |
|---------|-------------------|-------------|----------|----------|-------------|-------------|--------|
| GENERAL | 09:00             | 21-Apr-2026 | 08:55:00 | 16:18:00 | 07:23       | 00:23       | P      |
| GENERAL | 09:00             | 22-Apr-2026 | 08:55:00 | 16:19:00 | 07:24       | 00:24       | P      |
| GENERAL | 09:00             | 23-Apr-2026 | 08:50:00 | 16:15:00 | 07:25       | 00:25       | P      |
| GENERAL | 09:00             | 24-Apr-2026 | 08:56:00 |          | 00:00       | 00:00       | E      |
| GENERAL | 09:00             | 25-Apr-2026 | 08:41:00 | 14:42:00 | 06:01       | 00:00       | HD     |
|         |                   | 26-Apr-2026 |          |          | 00:00       | 00:00       | W      |
| GENERAL | 09:00             | 27-Apr-2026 | 08:58:00 | 16:12:00 | 07:14       | 00:14       | P      |
| GENERAL | 09:00             | 28-Apr-2026 | 08:57:00 | 16:08:00 | 07:11       | 00:11       | P      |
| GENERAL | 09:00             | 29-Apr-2026 | 08:51:00 | 16:13:00 | 07:22       | 00:22       | P      |
| GENERAL | 09:00             | 30-Apr-2026 | 08:57:00 | 16:15:00 | 07:18       | 00:18       | P      |
|         |                   |             |          |          | <b>99:3</b> | <b>3:40</b> |        |
| SW-109  | Miss Ashima Kindo |             |          |          |             |             |        |
| GENERAL | 09:00             | 13-Apr-2026 | 09:00:00 | 16:11:00 | 07:11       | 00:11       | XX     |
| GENERAL | 09:00             | 14-Apr-2026 | 08:51:00 | 16:10:00 | 07:19       | 00:19       | XX     |
| GENERAL | 09:00             | 15-Apr-2026 | 08:57:00 | 16:15:00 | 07:18       | 00:18       | XX     |
| GENERAL | 09:00             | 16-Apr-2026 | 08:54:00 | 16:14:00 | 07:20       | 00:20       | XX     |
| GENERAL | 09:00             | 17-Apr-2026 | 09:00:00 | 16:13:00 | 07:13       | 00:13       | P      |
| GENERAL | 09:00             | 18-Apr-2026 | 08:55:00 | 14:41:00 | 05:46       | 00:00       | HD     |
|         |                   | 19-Apr-2026 |          |          | 00:00       | 00:00       | W      |
| GENERAL | 09:00             | 20-Apr-2026 | 09:02:00 | 16:15:00 | 07:13       | 00:13       | P      |
| GENERAL | 09:00             | 21-Apr-2026 | 08:56:00 | 16:13:00 | 07:17       | 00:17       | P      |
| GENERAL | 09:00             | 22-Apr-2026 | 09:02:00 | 16:22:00 | 07:20       | 00:20       | P      |
| GENERAL | 09:00             | 23-Apr-2026 | 08:49:00 | 16:15:00 | 07:26       | 00:26       | P      |
| GENERAL | 09:00             | 24-Apr-2026 | 08:49:00 | 16:13:00 | 07:24       | 00:24       | P      |
| GENERAL | 09:00             | 25-Apr-2026 | 08:28:00 | 14:39:00 | 06:11       | 00:00       | HD     |
|         |                   | 26-Apr-2026 |          |          | 00:00       | 00:00       | W      |

W = Weekly Off / A = Absent / H = Holiday / LH = Less Hours / HD = Half Day / PW = Present On WeekOff Day / PH = Present On Holiday / PHW = Present On Holiday & WeekOff Day / XX = Not Applicable / CL = Casaul Leave / HCL = Half Casaul Leave

| Emp ID  | Emp Name           | Attn Date   | In Time  | Out Time | Total Hrs     | OS Hrs      | Status |
|---------|--------------------|-------------|----------|----------|---------------|-------------|--------|
| GENERAL | 09:00              | 27-Apr-2026 | 08:56:00 | 16:13:00 | 07:17         | 00:17       | P      |
| GENERAL | 09:00              | 28-Apr-2026 | 08:32:00 | 16:17:00 | 07:45         | 00:45       | P      |
| GENERAL | 09:00              | 29-Apr-2026 | 08:54:00 | 16:14:00 | 07:20         | 00:20       | P      |
| GENERAL | 09:00              | 30-Apr-2026 | 08:55:00 | 16:14:00 | 07:19         | 00:19       | P      |
|         |                    |             |          |          | <b>114:39</b> | <b>4:42</b> |        |
| SW-110  | Sr. Cecilia Tirkey |             |          |          |               |             |        |
| GENERAL | 09:00              | 13-Apr-2026 | 08:57:00 | 16:29:00 | 07:32         | 00:32       | XX     |
| GENERAL | 09:00              | 14-Apr-2026 | 08:47:00 | 16:23:00 | 07:36         | 00:36       | XX     |
| GENERAL | 09:00              | 15-Apr-2026 | 08:18:00 | 16:26:00 | 08:08         | 01:08       | XX     |
| GENERAL | 09:00              | 16-Apr-2026 | 08:15:00 | 16:39:00 | 08:24         | 01:24       | XX     |
| GENERAL | 09:00              | 17-Apr-2026 | 08:37:00 |          | 00:00         | 00:00       | E      |
| GENERAL | 09:00              | 18-Apr-2026 | 08:20:00 | 14:53:00 | 06:33         | 00:00       | HD     |
|         |                    | 19-Apr-2026 |          |          | 00:00         | 00:00       | W      |
| GENERAL | 09:00              | 20-Apr-2026 | 08:12:00 | 16:16:00 | 08:04         | 01:04       | P      |
| GENERAL | 09:00              | 21-Apr-2026 | 08:31:00 | 16:29:00 | 07:58         | 00:58       | P      |
| GENERAL | 09:00              | 22-Apr-2026 | 09:02:00 | 16:17:00 | 07:15         | 00:15       | P      |
| GENERAL | 09:00              | 23-Apr-2026 | 16:32:00 |          | 00:00         | 00:00       | E      |
| GENERAL | 09:00              | 24-Apr-2026 | 08:44:00 | 16:24:00 | 07:40         | 00:40       | P      |
| GENERAL | 09:00              | 25-Apr-2026 | 08:11:00 | 14:58:00 | 06:47         | 00:00       | HD     |
|         |                    | 26-Apr-2026 |          |          | 00:00         | 00:00       | W      |
| GENERAL | 09:00              | 27-Apr-2026 | 08:14:00 | 16:35:00 | 08:21         | 01:21       | P      |
| GENERAL | 09:00              | 28-Apr-2026 | 08:11:00 | 16:59:00 | 08:48         | 01:48       | P      |
| GENERAL | 09:00              | 29-Apr-2026 | 08:09:00 |          | 00:00         | 00:00       | E      |
| GENERAL | 09:00              | 30-Apr-2026 | 08:09:00 |          | 00:00         | 00:00       | E      |
|         |                    |             |          |          | <b>93:6</b>   | <b>9:46</b> |        |

W = Weekly Off / A = Absent / H = Holiday / LH = Less Hours / HD = Half Day / PW = Present On WeekOff Day / PH = Present On Holiday / PHW = Present On Holiday & WeekOff Day / XX = Not Applicable / CL = Casaul Leave / HCL = Half Casaul Leave

| Emp ID  | Emp Name           | Attn Date   | In Time              | Out Time | Total Hrs    | OS Hrs      | Status |
|---------|--------------------|-------------|----------------------|----------|--------------|-------------|--------|
| SW-112  | Mr. Ronald Hembrom |             |                      |          |              |             |        |
| GENERAL | 09:00              | 13-Apr-2026 | 08:42:00             | 16:29:00 | 07:47        | 00:47       | XX     |
| GENERAL | 09:00              | 14-Apr-2026 | 08:37:00             |          | 00:00        | 00:00       | XX     |
| GENERAL | 09:00              | 15-Apr-2026 | 08:42:00             | 13:11:00 | 04:29        | 00:00       | XX     |
| GENERAL | 09:00              | 16-Apr-2026 | 16:45:00             |          | 00:00        | 00:00       | XX     |
| GENERAL | 09:00              | 17-Apr-2026 | 08:57:00             |          | 00:00        | 00:00       | E      |
| GENERAL | 09:00              | 18-Apr-2026 | 09:01:00             | 15:10:00 | 06:09        | 00:00       | HD     |
|         |                    | 19-Apr-2026 |                      |          | 00:00        | 00:00       | W      |
| GENERAL | 09:00              | 20-Apr-2026 | 08:56:00             | 16:23:00 | 07:27        | 00:27       | P      |
| GENERAL | 09:00              | 21-Apr-2026 | 08:58:00             | 16:35:00 | 07:37        | 00:37       | P      |
| GENERAL | 09:00              | 22-Apr-2026 | 09:00:00             | 16:30:00 | 07:30        | 00:30       | P      |
| GENERAL | 09:00              | 23-Apr-2026 | 09:02:00             | 16:32:00 | 07:30        | 00:30       | P      |
|         |                    | 24-Apr-2026 |                      |          | 00:00        | 00:00       | A      |
| GENERAL | 09:00              | 25-Apr-2026 | 08:48:00             | 14:59:00 | 06:11        | 00:00       | HD     |
|         |                    | 26-Apr-2026 |                      |          | 00:00        | 00:00       | W      |
| GENERAL | 09:00              | 27-Apr-2026 | 08:46:00             | 17:04:00 | 08:18        | 01:18       | P      |
|         |                    | 28-Apr-2026 |                      |          | 00:00        | 00:00       | A      |
| GENERAL | 09:00              | 29-Apr-2026 | 09:15:00             | 16:21:00 | 07:06        | 00:06       | P      |
| GENERAL | 09:00              | 30-Apr-2026 | 09:00:00             | 16:32:00 | 07:32        | 00:32       | P      |
|         |                    |             |                      |          | <b>77:36</b> | <b>4:47</b> |        |
| SW-113  | Mr. Amol Xalxo     |             |                      |          |              |             |        |
| GENERAL | 09:00              | 13-Apr-2026 | 08:49:00<br>16:37:00 | 16:30:00 | 07:41        | 00:41       | XX     |
| GENERAL | 09:00              | 14-Apr-2026 | 08:37:00             | 18:02:00 | 09:25        | 02:25       | XX     |
| GENERAL | 09:00              | 15-Apr-2026 | 16:35:00             |          | 00:00        | 00:00       | XX     |
| GENERAL | 09:00              | 16-Apr-2026 | 08:34:00             | 16:42:00 | 08:08        | 01:08       | XX     |
| GENERAL | 09:00              | 17-Apr-2026 |                      |          | 08:16        | 01:16       | P      |

W = Weekly Off / A = Absent / H = Holiday / LH = Less Hours / HD = Half Day / PW = Present On WeekOff Day / PH = Present On Holiday / PHW = Present On Holiday & WeekOff Day / XX = Not Applicable / CL = Casaul Leave / HCL = Half Casaul Leave

| Emp ID  | Emp Name         | Attn Date   | In Time  | Out Time | Total Hrs     | OS Hrs       | Status |
|---------|------------------|-------------|----------|----------|---------------|--------------|--------|
|         |                  |             | 08:49:00 | 17:05:00 |               |              |        |
|         |                  | 18-Apr-2026 |          |          | 00:00         | 00:00        | A      |
|         |                  | 19-Apr-2026 |          |          | 00:00         | 00:00        | W      |
| GENERAL | 09:00            | 20-Apr-2026 | 08:19:00 | 16:25:00 | 08:06         | 01:06        | P      |
| GENERAL | 09:00            | 21-Apr-2026 | 08:46:00 | 16:34:00 | 07:48         | 00:48        | P      |
| GENERAL | 09:00            | 22-Apr-2026 | 09:01:00 | 17:39:00 | 08:38         | 01:38        | P      |
| GENERAL | 09:00            | 23-Apr-2026 | 09:04:00 | 17:12:00 | 08:08         | 01:08        | P      |
| GENERAL | 09:00            | 24-Apr-2026 | 08:58:00 | 16:18:00 | 07:20         | 00:20        | P      |
| GENERAL | 09:00            | 25-Apr-2026 | 08:43:00 | 14:54:00 | 06:11         | 00:00        | HD     |
|         |                  | 26-Apr-2026 |          |          | 00:00         | 00:00        | W      |
| GENERAL | 09:00            | 27-Apr-2026 | 09:51:00 | 17:10:00 | 07:19         | 00:19        | P      |
| GENERAL | 09:00            | 28-Apr-2026 | 09:03:00 | 16:34:00 | 07:31         | 00:31        | P      |
| GENERAL | 09:00            | 29-Apr-2026 | 09:07:00 | 16:20:00 | 07:13         | 00:13        | P      |
| GENERAL | 09:00            | 30-Apr-2026 | 08:25:00 | 16:36:00 | 08:11         | 01:11        | P      |
|         |                  |             |          |          | <b>109:55</b> | <b>12:44</b> |        |
| SW-114  | Mr. Sushman Ekka |             |          |          |               |              |        |
| GENERAL | 09:00            | 13-Apr-2026 | 08:49:00 | 16:38:00 | 07:49         | 00:49        | XX     |
| GENERAL | 09:00            | 14-Apr-2026 | 08:38:00 | 16:52:00 | 08:14         | 01:14        | XX     |
| GENERAL | 09:00            | 15-Apr-2026 | 08:42:00 | 16:37:00 | 07:55         | 00:55        | XX     |
| GENERAL | 09:00            | 16-Apr-2026 | 08:35:00 | 16:44:00 | 08:09         | 01:09        | XX     |
| GENERAL | 09:00            | 17-Apr-2026 | 08:49:00 | 17:02:00 | 08:13         | 01:13        | P      |
|         |                  | 18-Apr-2026 |          |          | 00:00         | 00:00        | A      |
|         |                  | 19-Apr-2026 |          |          | 00:00         | 00:00        | W      |
| GENERAL | 09:00            | 20-Apr-2026 | 08:19:00 | 16:27:00 | 08:08         | 01:08        | P      |
| GENERAL | 09:00            | 21-Apr-2026 | 08:46:00 | 16:34:00 | 07:48         | 00:48        | P      |
| GENERAL | 09:00            | 22-Apr-2026 | 09:01:00 | 17:39:00 | 08:38         | 01:38        | P      |

W = Weekly Off / A = Absent / H = Holiday / LH = Less Hours / HD = Half Day / PW = Present On WeekOff Day / PH = Present On Holiday / PHW = Present On Holiday & WeekOff Day / XX = Not Applicable / CL = Casaul Leave / HCL = Half Casaul Leave

| Emp ID  | Emp Name       | Attn Date   | In Time  | Out Time | Total Hrs     | OS Hrs       | Status |
|---------|----------------|-------------|----------|----------|---------------|--------------|--------|
| GENERAL | 09:00          | 23-Apr-2026 | 09:02:00 | 17:11:00 | 08:09         | 01:09        | P      |
| GENERAL | 09:00          | 24-Apr-2026 | 08:59:00 | 16:52:00 | 07:53         | 00:53        | P      |
| GENERAL | 09:00          | 25-Apr-2026 | 08:43:00 | 14:59:00 | 06:16         | 00:00        | HD     |
|         |                | 26-Apr-2026 |          |          | 00:00         | 00:00        | W      |
| GENERAL | 09:00          | 27-Apr-2026 | 09:51:00 | 17:09:00 | 07:18         | 00:18        | P      |
| GENERAL | 09:00          | 28-Apr-2026 | 09:03:00 | 16:27:00 | 07:24         | 00:24        | P      |
| GENERAL | 09:00          | 29-Apr-2026 | 09:01:00 | 16:23:00 | 07:22         | 00:22        | P      |
| GENERAL | 09:00          | 30-Apr-2026 | 08:24:00 | 16:35:00 | 08:11         | 01:11        | P      |
|         |                |             |          |          | <b>117:27</b> | <b>13:11</b> |        |
| SW-115  | Mr. Sunil Ekka |             |          |          |               |              |        |
| GENERAL | 09:00          | 13-Apr-2026 | 08:23:00 |          | 00:00         | 00:00        | XX     |
|         |                | 14-Apr-2026 |          |          | 00:00         | 00:00        | XX     |
| GENERAL | 09:00          | 15-Apr-2026 | 08:22:00 |          | 00:00         | 00:00        | XX     |
| GENERAL | 09:00          | 16-Apr-2026 | 08:33:00 |          | 00:00         | 00:00        | XX     |
| GENERAL | 09:00          | 17-Apr-2026 | 08:48:00 |          | 00:00         | 00:00        | E      |
| GENERAL | 09:00          | 18-Apr-2026 | 08:24:00 |          | 00:00         | 00:00        | E      |
|         |                | 19-Apr-2026 |          |          | 00:00         | 00:00        | W      |
| GENERAL | 09:00          | 20-Apr-2026 | 08:21:00 |          | 00:00         | 00:00        | E      |
|         |                | 21-Apr-2026 |          |          | 00:00         | 00:00        | A      |
|         |                | 22-Apr-2026 |          |          | 00:00         | 00:00        | A      |
| GENERAL | 09:00          | 23-Apr-2026 | 08:42:00 |          | 00:00         | 00:00        | E      |
| GENERAL | 09:00          | 24-Apr-2026 | 08:30:00 |          | 00:00         | 00:00        | E      |
|         |                | 25-Apr-2026 |          |          | 00:00         | 00:00        | A      |
|         |                | 26-Apr-2026 |          |          | 00:00         | 00:00        | W      |
| GENERAL | 09:00          | 27-Apr-2026 | 08:27:00 |          | 00:00         | 00:00        | E      |
| GENERAL | 09:00          | 28-Apr-2026 |          |          | 00:00         | 00:00        | E      |

W = Weekly Off / A = Absent / H = Holiday / LH = Less Hours / HD = Half Day / PW = Present On WeekOff Day / PH = Present On Holiday / PHW = Present On Holiday & WeekOff Day / XX = Not Applicable / CL = Casaul Leave / HCL = Half Casaul Leave

| Emp ID  | Emp Name         | Attn Date   | In Time  | Out Time | Total Hrs  | OS Hrs     | Status |
|---------|------------------|-------------|----------|----------|------------|------------|--------|
|         |                  |             | 08:31:00 |          |            |            |        |
|         |                  | 29-Apr-2026 |          |          | 00:00      | 00:00      | A      |
| GENERAL | 09:00            | 30-Apr-2026 | 08:36:00 |          | 00:00      | 00:00      | E      |
|         |                  |             |          |          | <b>0:0</b> | <b>0:0</b> |        |
| SW-116  | Mrs. Punam Toppo |             |          |          |            |            |        |
| GENERAL | 09:00            | 13-Apr-2026 | 08:25:00 |          | 00:00      | 00:00      | XX     |
| GENERAL | 09:00            | 14-Apr-2026 | 08:29:00 |          | 00:00      | 00:00      | XX     |
| GENERAL | 09:00            | 15-Apr-2026 | 08:36:00 |          | 00:00      | 00:00      | XX     |
| GENERAL | 09:00            | 16-Apr-2026 | 08:20:00 |          | 00:00      | 00:00      | XX     |
| GENERAL | 09:00            | 17-Apr-2026 | 08:27:00 |          | 00:00      | 00:00      | E      |
| GENERAL | 09:00            | 18-Apr-2026 | 08:22:00 |          | 00:00      | 00:00      | E      |
|         |                  | 19-Apr-2026 |          |          | 00:00      | 00:00      | W      |
| GENERAL | 09:00            | 20-Apr-2026 | 09:16:00 |          | 00:00      | 00:00      | E      |
| GENERAL | 09:00            | 21-Apr-2026 | 08:34:00 | 16:38:00 | 08:04      | 01:04      | P      |
| GENERAL | 09:00            | 22-Apr-2026 | 08:28:00 |          | 00:00      | 00:00      | E      |
| GENERAL | 09:00            | 23-Apr-2026 | 08:55:00 |          | 00:00      | 00:00      | E      |
| GENERAL | 09:00            | 24-Apr-2026 | 08:26:00 |          | 00:00      | 00:00      | E      |
|         |                  | 25-Apr-2026 |          |          | 00:00      | 00:00      | A      |
|         |                  | 26-Apr-2026 |          |          | 00:00      | 00:00      | W      |
| GENERAL | 09:00            | 27-Apr-2026 | 08:26:00 |          | 00:00      | 00:00      | E      |
| GENERAL | 09:00            | 28-Apr-2026 | 08:28:00 |          | 00:00      | 00:00      | E      |
| GENERAL | 09:00            | 29-Apr-2026 | 08:13:00 |          | 00:00      | 00:00      | E      |
| GENERAL | 09:00            | 30-Apr-2026 | 08:55:00 |          | 00:00      | 00:00      | E      |
|         |                  |             |          |          | <b>8:4</b> | <b>1:4</b> |        |

W = Weekly Off / A = Absent / H = Holiday / LH = Less Hours / HD = Half Day / PW = Present On WeekOff Day / PH = Present On Holiday / PHW = Present On Holiday & WeekOff Day / XX = Not Applicable / CL = Casaul Leave / HCL = Half Casaul Leave