

Daily Attendance Report (Summary Report)



Company: Faculty

Printed On : Sep 12 2022

Department: Faculty
Employee 1

Employee Name : Dr. Mousumi Bordoloi, PRINCIPAL

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022			FS	00:00	Present	On Duty
06-Sep-2022	09:32		FS	7:33	Present	On Duty
07-Sep-2022			FS	00:00	Absent	CL
08-Sep-2022	09:47	17:00	FS	7:13	Present	
09-Sep-2022	09:37	17:00	FS	7:23	Present	
10-Sep-2022	09:30	17:01	FS	7:31	Present	

Total Duration=36 Hrs 40 Min/Out of 30Hrs , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=1 , Weekly Off =0

Employee 2

Employee Name : Dr. Gayatri Changkakoti

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	09:30	15:33	FS	6:03	Present	
06-Sep-2022			FS	00:00	Absent	CL
07-Sep-2022	09:30	15:31	FS	6:01	Present	
08-Sep-2022	09:30	15:33	FS	6:03	Present	
09-Sep-2022	09:30	15:33	FS	6:03	Present	
10-Sep-2022	09:30	15:26	FS	5:56	Present	

Total Duration=30 Hrs 6 Min/Out of 30Hrs , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=1 , Weekly Off =0

Employee 3

Employee Name : Dr. Moushumi Choudhury

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	10:02	16:02	FS	6:00	Present	
06-Sep-2022	10:06	15:07	FS	5:01	Present	
07-Sep-2022	09:28	17:03	FS	7:34	Present	
08-Sep-2022	09:57	16:05	FS	6:08	Present	
09-Sep-2022	09:59	16:35	FS	6:36	Present	
10-Sep-2022	09:31	15:10	FS	5:39	Present	

Total Duration=36 Hrs 58 Min/Out of 36Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 4

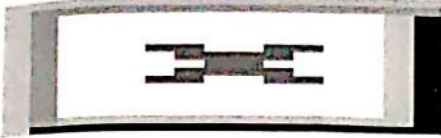
Employee Name : Dr. Pallabi Kalita

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	10:36	16:54	FS	6:18	Present	
06-Sep-2022	10:50	17:02	FS	6:12	Present	
07-Sep-2022	10:15	16:38	FS	6:23	Present	
08-Sep-2022	10:42	16:29	FS	5:47	Present	
09-Sep-2022	09:59	16:03	FS	6:04	Present	
10-Sep-2022	10:53	16:18	FS	5:25	Present	

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12/09/22
 Govt. Banikanta College of Teacher Education
 Lachit Nagar, Ghy-07

Daily Attendance Report (Summary Report)



Company: Faculty

Printed On : Sep 12 2022

Total Duration=36 Hrs 9 Min/Out of 36Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 5 Employee Name : Dr. Anita Gogoi Buragohain ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	09:43	15:44	FS	6:01	Present	
06-Sep-2022	09:42	16:06	FS	6:24	Present	
07-Sep-2022	09:48	15:47	FS	5:59	Present	
08-Sep-2022	09:38	15:40	FS	6:02	Present	
09-Sep-2022	09:43	15:45	FS	6:02	Present	
10-Sep-2022	09:30	15:26	FS	5:56	Present	

Total Duration=36 Hrs 24 Min/Out of 36Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 6 Employee Name : Dr. Chayamoni Dutta ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	09:59	16:22	FS	6:23	Present	
06-Sep-2022	10:00	16:18	FS	6:18	Present	
07-Sep-2022	09:57	16:55	FS	6:58	Present	
08-Sep-2022	10:07	16:16	FS	6:09	Present	
09-Sep-2022	10:11	16:43	FS	6:32	Present	
10-Sep-2022	10:09	15:05	FS	4:56	Present	

Total Duration=37 Hrs 16 Min/Out of 36Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 8 Employee Name : Dr. Utpal Goswami ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	10:57	16:46	FS	5:49	Present	
06-Sep-2022	09:43	16:33	FS	6:50	Present	
07-Sep-2022	10:41	16:55	FS	6:14	Present	
08-Sep-2022	10:01	16:16	FS	6:15	Present	
09-Sep-2022	10:58	17:00	FS	6:02	Present	
10-Sep-2022	09:48	16:54	FS	7:06	Present	

Total Duration=38 Hrs 16 Min/Out of 36Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 9 Employee Name : Ms. Mridula deka ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	09:58	15:52	FS	5:54	Present	
06-Sep-2022	09:51	16:06	FS	6:15	Present	
07-Sep-2022	09:35	16:10	FS	6:35	Present	
08-Sep-2022	10:24	15:40	FS	5:16	Present	
09-Sep-2022	09:49	15:56	FS	6:07	Present	

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12/09/22
 Govt. Barishanka College of Teacher Education
 Lachit Nagar, Ghy-07

Page No. 2

Daily Attendance Report (Summary Report)



Company: Faculty

Printed On : Sep 12 2022

10-Sep-2022	09:42	15:47	FS	6:05	Present	
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Total Duration=36 Hrs 12 Min/Out of 36Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 10 Employee Name : Ms. Mitali Baruah ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	09:57	16:03	FS	6:06	Present	
06-Sep-2022	10:24	16:07	FS	5:43	Present	
07-Sep-2022	09:30	16:21	FS	6:51	Present	
08-Sep-2022	09:34	15:40	FS	6:06	Present	
09-Sep-2022	09:30	15:06	FS	5:36	Present	
10-Sep-2022	09:33	15:48	FS	6:15	Present	

Total Duration=36 Hrs 37 Min/Out of 36Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 12 Employee Name : Ms. Manashi Sharma ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	10:23	16:03	FS	5:40	Present	
06-Sep-2022	10:34	16:21	FS	5:47	Present	
07-Sep-2022	10:19	16:20	FS	6:01	Present	
08-Sep-2022	10:32	16:22	FS	5:50	Present	
09-Sep-2022	09:53	16:29	FS	6:36	Present	
10-Sep-2022	09:46	16:20	FS	6:34	Present	

Total Duration=36 Hrs 28 Min/Out of 36Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 13 Employee Name : Mr. Champak Thakuria ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	09:38	15:03	FS	5:25	Present	
06-Sep-2022	10:39	16:33	FS	5:54	Present	
07-Sep-2022			FS	00:00	Absent	CL
08-Sep-2022			FS	00:00	Absent	CL
09-Sep-2022			FS	00:00	Absent	CL
10-Sep-2022			FS	00:00	Absent	CL

Total Duration=11 Hrs 19 Min/Out of 12Hrs , PresentDays=2 , Leaves=0 , Holiday=0 , AbsentDays=4 , Weekly Off =0

Employee 28 Employee Name : Krishna Deka ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022			FS	00:00	Absent	CL
06-Sep-2022	09:32	16:07	FS	6:35	Present	
07-Sep-2022	09:57	15:35	FS	5:38	Present	

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12/09/22
 Govt. Banikanta College of Teacher Education
 Lachit Nagar, Ghy-07

Daily Attendance Report (Summary Report)



Printed On : Sep 12 2022

Company: Faculty

Date	Start Time	End Time	Status	Duration	Remarks
08-Sep-2022	09:50	16:41	FS	6:51	Present
09-Sep-2022	10:16	16:27	FS	6:11	Present
10-Sep-2022			FS	00:00	Absent

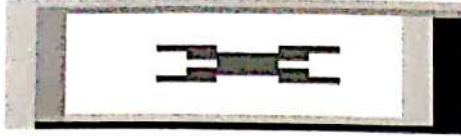
Weekly Off

Total Duration=25 Hrs 15 Min/Out of 24Hrs , PresentDays=4 , Leaves=0 , Holiday=0 , AbsentDays=1 , Weekly Off =1

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Lachit Nagar, Ghy-07

Daily Attendance Report (Summary Report)



Company: Office

Printed On : Sep 12 2022

Department: Office Staff

Employee 14

Employee Name : Kashmiri Gohain ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	09:38	17:01	FS	7:27	Present	
06-Sep-2022	09:31		FS	7:34	Present	On Duty
07-Sep-2022	10:08		FS	6:57	Present	On Duty
08-Sep-2022	09:47	17:00	FS	7:13	Present	
09-Sep-2022	10:11	17:00	FS	6:49	Present	
10-Sep-2022			FS	00:00		Weekly Off

Total Duration=36 Hrs 10 Min/Out of 35Hrs , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 15

Employee Name : Praonsa Borah ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	10:15	16:01	FS	5:46	Present	Late Entry ✓
06-Sep-2022			FS	00:00	Absent	CL
07-Sep-2022	09:54	17:03	FS	7:09	Present	
08-Sep-2022	09:57	17:00	FS	7:03	Present	
09-Sep-2022	09:52	16:25	FS	6:33	Present	Early Departure ✓
10-Sep-2022	09:58	16:24	FS	6:26	Present	Early Departure ✓

Total Duration=32 Hrs 57 Min/Out of 35Hrs , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=1 , Weekly Off =0

Employee 16

Employee Name : Dhritiman Nath ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	09:58	17:01	FS	7:03	Present	
06-Sep-2022	09:58		FS	7:07	Present	On Duty
07-Sep-2022	09:51		FS	7:14	Present	On Duty
08-Sep-2022			FS	00:00	Absent	CL
09-Sep-2022	09:54	17:01	FS	7:07	Present	
10-Sep-2022	09:56	17:01	FS	7:05	Present	

Total Duration=35 Hrs 36 Min/Out of 35Hrs , PresentDays=4 , Leaves=0 , Holiday=0 , AbsentDays=1 , Weekly Off =0

Employee 17

Employee Name : Nikhil Chutia ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022			FS	00:00	Present	On Duty
06-Sep-2022	09:34		FS	7:31	Present	On Duty
07-Sep-2022	09:58		FS	7:07	Present	On Duty
08-Sep-2022	09:57	17:00	FS	7:03	Present	

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12/09/22
 Principal
 Govt. Barikanta College of Teacher Education
 Lachit Nagar, Ghy-07

Page No. 1

Daily Attendance Report (Summary Report)



Company: Office

Printed On : Sep 12 2022

09-Sep-2022	09:56		FS	7:09	Present	On Duty
10-Sep-2022	09:37	17:01	FS	7:24	Present	

Total Duration=43 Hrs 14 Min/Out of 42Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 18

Employee Name : Jyotshna Kalita ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	09:52	17:02	FS	7:10	Present	
06-Sep-2022	09:49	17:02	FS	7:13	Present	
07-Sep-2022	10:06	17:05	FS	6:59	Present	Late Entry
08-Sep-2022	09:47	17:00	FS	7:13	Present	
09-Sep-2022	09:47	17:00	FS	7:13	Present	
10-Sep-2022	09:51	17:01	FS	7:10	Present	

Total Duration=42 Hrs 58 Min/Out of 42Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 19

Employee Name : Deepshikha Sharma ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	09:59	17:01	FS	7:02	Present	
06-Sep-2022	10:00	17:02	FS	7:02	Present	
07-Sep-2022	10:05	17:04	FS	6:59	Present	Late Entry
08-Sep-2022	09:51	17:01	FS	7:10	Present	
09-Sep-2022	09:59	17:01	FS	7:02	Present	
10-Sep-2022			FS	00:00		Weekly Off

Total Duration=35 Hrs 15 Min/Out of 35Hrs , PresentDays=4 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =1

Employee 20

Employee Name : Amrita Boro ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	10:04		FS	7:01	Present	On Duty DC Office
06-Sep-2022	09:40		FS	7:25	Present	On Duty DC Office
07-Sep-2022	09:56		FS	7:09	Present	On Duty DC Office
08-Sep-2022	09:57		FS	7:08	Present	On Duty DC Office
09-Sep-2022	09:56		FS	7:09	Present	On Duty DC Office
10-Sep-2022			FS	00:00		Weekly Off

Employee 21

Employee Name : Garga Ram Kalita ✓

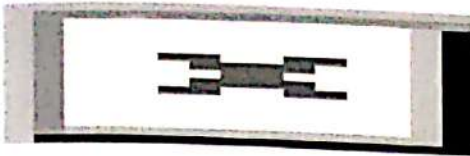
Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	09:30	17:01	FS	7:31	Present	
06-Sep-2022	09:30	17:00	FS	7:30	Present	

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12/09/22
Govt. Banikanta College of Teacher Education
Lachit Nagar, Ghy-07

Page No. 2

Daily Attendance Report (Summary Report)



Company: Office

Printed On : Sep 12 2022

07-Sep-2022	09:30	15:31	FS	6:01	Present	
08-Sep-2022	09:31	17:00	FS	7:29	Present	
09-Sep-2022	09:30	17:00	FS	7:30	Present	
10-Sep-2022	09:30	17:00	FS	7:30	Present	

Total Duration=43 Hrs 31 Min/Out of 42Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 22 **Employee Name :** Khagen Baishya ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	09:37	17:01	FS	7:24	Present	
06-Sep-2022	09:39	17:01	FS	7:22	Present	
07-Sep-2022	09:43	17:01	FS	7:18	Present	
08-Sep-2022	09:47	17:01	FS	7:14	Present	
09-Sep-2022	09:31	17:02	FS	7:31	Present	
10-Sep-2022	09:32	17:01	FS	7:29	Present	

Total Duration=44 Hrs 18 Min/Out of 42Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 23 **Employee Name :** Dharani Rajbongshi ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	09:37	17:01	FS	7:24	Present	
06-Sep-2022	09:30	17:01	FS	7:31	Present	
07-Sep-2022	09:31	17:00	FS	7:29	Present	
08-Sep-2022	09:30	17:00	FS	7:30	Present	
09-Sep-2022	09:30	17:01	FS	7:31	Present	
10-Sep-2022	09:30	17:01	FS	7:31	Present	

Total Duration=44 Hrs 56 Min/Out of 42Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 24 **Employee Name :** Girish Boro

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022			FS	00:00	Absent	CL
06-Sep-2022	09:49	17:01	FS	7:12	Present	
07-Sep-2022	09:58	17:01	FS	7:03	Present	
08-Sep-2022	10:00	17:01	FS	6:59	Present	
09-Sep-2022	09:30	17:01	FS	7:31	Present	
10-Sep-2022	09:52	17:01	FS	7:09	Present	

Total Duration=35 Hrs 54 Min/Out of 35Hrs , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=1 , Weekly Off =0

Employee 25 **Employee Name :** Hari Chandra Kalita ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks

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Govt. Banikanta College of Teacher Education
 Lachit Nagar, Ghy-07

Daily Attendance Report (Summary Report)



Company: Office

Printed On : Sep 12 2022

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	10:09	17:01	FS	6:52	Present	Late Entry
06-Sep-2022	10:00	17:02	FS	7:00	Present	
07-Sep-2022	09:58	17:01	FS	7:03	Present	
08-Sep-2022	09:56	17:01	FS	7:05	Present	
09-Sep-2022	09:57	17:00	FS	7:03	Present	
10-Sep-2022	09:57	15:07	FS	5:10	Present	On Duty

Total Duration=40 Hrs 13 Min/Out of 42Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 26

Employee Name : Paresh Kalita ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022	09:36	16:57	FS	7:21	Present	
06-Sep-2022	10:00	17:01	FS	6:59	Present	
07-Sep-2022	09:44		FS	7:21	Present	On Duty
08-Sep-2022	09:55	17:00	FS	7:05	Present	
09-Sep-2022	09:44	17:01	FS	7:17	Present	
10-Sep-2022			FS	00:00		Weekly Off

Total Duration=36 Hrs 3 Min/Out of 35Hrs , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =1

Employee 27

Employee Name : Manabendra Kalita ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
05-Sep-2022			FS	00:00	Present	On Duty
06-Sep-2022	10:38	15:08	FS	4:30	Present	On Duty
07-Sep-2022	10:40		FS	6:25	Present	On Duty
08-Sep-2022	10:33	15:49	FS	5:16	Present	Late Entry ✓
09-Sep-2022	10:54	15:28	FS	4:34	Present	Late Entry ✓
10-Sep-2022	10:21	15:34	FS	5:13	Present	Late Entry ✓

Total Duration=32 Hrs 58 Min/Out of 42Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0


 12/09/22
 Govt. Banikanta College of Teacher Education
 Lachir Nagar, Ghys-97