

Daily Attendance Report (Summary Report)



Company: Faculty

Printed On : Oct 19 2022

Department: Faculty

Employee 1 Employee Name : Dr. Mousumi Bordoloi, PRINCIPAL ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	09:30	17:00	FS	7:30	Present	
12-Oct-2022	09:31	17:00	FS	7:29	Present	
13-Oct-2022	09:30	17:00	FS	7:30	Present	
14-Oct-2022	09:30	17:01	FS	7:31	Present	
15-Oct-2022	09:30	17:00	FS	7:30	Present	

Total Duration=37 Hrs 30 Min/ Out of 30 Hrs, PresentDays=5, Leaves=0, Holiday=0, AbsentDays=0, Weekly Off =0

Employee 2 Employee Name : Dr. Gayotri Changkakoti ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022			FS	00:00	Absent	CL ✓
12-Oct-2022	09:30	15:47	FS	6:17	Present	
13-Oct-2022	09:30	15:41	FS	6:11	Present	
14-Oct-2022	09:30	15:37	FS	6:07	Present	
15-Oct-2022	09:30	15:11	FS	5:41	Present	

Total Duration=24 Hrs 16 Min/ Out of 24 Hrs / PresentDays=4, Leaves=0, Holiday=0, AbsentDays=1, Weekly Off =0

Employee 3 Employee Name : Dr. Moushumi Choudhury ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	10:05	16:42	FS	6:37	Present	
12-Oct-2022	10:14	15:01	FS	4:47	Present	
13-Oct-2022	10:46		FS	6:19	Present	Early Deperture ✓
14-Oct-2022	09:57	16:17	FS	6:20	Present	
15-Oct-2022	10:44	15:16	FS	4:32	Present	

Total Duration=28 Hrs 35 Min/ Out of 30 Hrs / PresentDays=5, Leaves=0, Holiday=0, AbsentDays=0, Weekly Off =0

Employee 4 Employee Name : Dr. Pallabi Kalita ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	10:30	16:42	FS	6:12	Present	
12-Oct-2022	09:44	17:00	FS	7:16	Present	
13-Oct-2022	10:07	16:52	FS	6:45	Present	
14-Oct-2022	09:49	15:33	FS	5:44	Present	
15-Oct-2022	10:48	15:10	FS	4:22	Present	

Total Duration=30 Hrs 19 Min/ Out of 30 Hrs / PresentDays=5, 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

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Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	09:59	16:00	FS	6:01	Present	
12-Oct-2022	09:30	15:47	FS	6:17	Present	
13-Oct-2022	09:34	15:40	FS	6:06	Present	
14-Oct-2022	09:30	15:37	FS	6:07	Present	
15-Oct-2022	09:35	15:11	FS	5:36	Present	

Total Duration=30 Hrs 7 Min/ Out of 30 Hrs / PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 6

Employee Name : Dr. Chayamoni Dutta ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	10:01	16:24	FS	6:23	Present	
12-Oct-2022	10:00	16:51	FS	6:51	Present	
13-Oct-2022	10:14	16:42	FS	6:28	Present	
14-Oct-2022	10:12	16:31	FS	6:19	Present	
15-Oct-2022	10:17	16:25	FS	6:08	Present	

Total Duration=32 Hrs 9 Min/ Out of 30 Hrs / PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 8

Employee Name : Dr. Utpal Goswami ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	10:31	16:54	FS	6:23	Present	
12-Oct-2022	10:58	16:58	FS	6:00	Present	
13-Oct-2022	10:44	17:00	FS	6:16	Present	
14-Oct-2022	10:49	16:58	FS	6:09	Present	
15-Oct-2022	10:50	16:08	FS	5:18	Present	

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

Employee 9

Employee Name : Ms. Mridula deka ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	09:30	15:50	FS	6:20	Present	
12-Oct-2022	09:35	15:34	FS	5:59	Present	
13-Oct-2022	09:36	15:35	FS	5:59	Present	
14-Oct-2022	09:52	15:39	FS	5:47	Present	
15-Oct-2022	09:42	15:42	FS	6:00	Present	

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

Employee 10

Employee Name : Ms. Mitali Baruah ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	09:38	15:51	FS	6:13	Present	
12-Oct-2022	09:34	15:48	FS	6:14	Present	
13-Oct-2022	09:30	15:36	FS	6:06	Present	
14-Oct-2022	09:30	15:22	FS	5:52	Present	

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Company: Faculty

15-Oct-2022	09:36	15:40	FS	6:04	Present	
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Total Duration=30 Hrs 29 Min/ Out of 30 Hrs , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 12 Employee Name : Ms. Manashi Sharma ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	10:28	16:24	FS	5:56	Present	
12-Oct-2022			FS	00:00	Absent	CL
13-Oct-2022	10:26	16:23	FS	5:57	Present	
14-Oct-2022	10:28	16:19	FS	5:51	Present	
15-Oct-2022	10:35	16:31	FS	5:56	Present	

Total Duration=23 Hrs 40 Min/ Out of 24 Hrs / PresentDays=4 , Leaves=0 , Holiday=0 , AbsentDays=1 , Weekly Off =0

Employee 13 Employee Name : Mr. Champak Thakuria ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	10:22	16:24	FS	6:02	Present	
12-Oct-2022			FS	00:00	Absent	Earned Leave
13-Oct-2022			FS	00:00	Absent	Earned Leave
14-Oct-2022			FS	00:00	Absent	Earned Leave
15-Oct-2022			FS	00:00	Absent	Earned Leave

Total Duration=6 Hrs 2 Min/ Out of 6 Hrs / PresentDays=1 , Leaves=0 , Holiday=0 , AbsentDays=4 , Weekly Off =0

Employee 28 Employee Name : Krishna Deka ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	09:48	16:36	FS	6:48	Present	
12-Oct-2022	10:24	16:15	FS	5:51	Present	
13-Oct-2022	10:39	17:00	FS	6:21	Present	
14-Oct-2022	10:49	15:01	FS	4:12	Present	
15-Oct-2022	09:33	16:30	FS	6:57	Present	

Total Duration=30 Hrs 9 Min/ Out of 30 Hrs / PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0


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Department: Office Staff

Employee 14

Employee Name : Kashmiri Gohain

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	09:51	16:34	FS	6:43	Present	
12-Oct-2022	09:50	16:44	FS	6:54	Present	
13-Oct-2022	10:00		FS	6:58	Present	On Duty
14-Oct-2022	10:00	16:44	FS	6:43	Present	
15-Oct-2022	09:51		FS	00:04	Present	On Duty

Total Duration=27 Hrs 22 Min/ Out of 35 Hrs / PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 15

Employee Name : Praponsa Borah

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	10:00	17:00	FS	7:00	Present	
12-Oct-2022	10:00	17:00	FS	6:57	Present	
13-Oct-2022	10:20	16:37	FS	6:17	Present	Late Arrival
14-Oct-2022			FS	00:00	Absent	CL
15-Oct-2022			FS	00:00		Weekly Off

Total Duration=20 Hrs 14 Min/ Out of 21 Hrs / PresentDays=3 , Leaves=0 , Holiday=0 , AbsentDays=1 , Weekly Off =1

Employee 16

Employee Name : Dhritiman Nath

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	09:53	17:01	FS	7:08	Present	
12-Oct-2022	09:54	17:02	FS	7:08	Present	
13-Oct-2022	09:56	17:03	FS	7:07	Present	
14-Oct-2022	10:00	17:01	FS	6:59	Present	
15-Oct-2022	09:53		FS	7:12	Present	On Duty

Total Duration=35 Hrs 34 Min/ Out of 35 Hrs / PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 17

Employee Name : Nikhil Chutia

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022			FS	00:00	Absent	CL
12-Oct-2022	09:51	17:02	FS	7:11	Present	
13-Oct-2022	09:37	17:03	FS	7:26	Present	
14-Oct-2022	09:46	17:00	FS	7:14	Present	
15-Oct-2022	09:44	17:03	FS	7:19	Present	


Total Duration=29 Hrs 10 Min/ Out of 28 Hrs / PresentDays=4 , Leaves=0 , Holiday=0 , AbsentDays=1 , Weekly Off =0

Employee 18

Employee Name : Jyotshna Kalita

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
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11-Oct-2022	09:52	17:00	FS	7:08	Present	
12-Oct-2022	09:49	16:59	FS	7:10	Present	
13-Oct-2022	09:52	17:01	FS	7:09	Present	
14-Oct-2022	09:49	17:01	FS	7:12	Present	
15-Oct-2022			FS	00:00		Weekly Off ✓

Total Duration=28 Hrs 39 Min/ Out of 28 Hrs / PresentDays=4 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 19

Employee Name : Deepshikha Sharma ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	10:10	17:01	FS	6:51	Present	Late Arrival ✓
12-Oct-2022	10:00	17:01	FS	7:00	Present	
13-Oct-2022	09:57	17:01	FS	7:04	Present	
14-Oct-2022	09:57	17:01	FS	7:04	Present	
15-Oct-2022	09:55	17:01	FS	7:06	Present	

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

Employee 20

Employee Name : Amrita Boro ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	10:00	17:00	FS	7:00	Present	
12-Oct-2022	09:54		FS	7:11	Present	On duty
13-Oct-2022	10:01		FS	7:04	Present	"
14-Oct-2022	09:44		FS	7:21	Present	"
15-Oct-2022	10:02		FS	7:03	Present	"

Employee 21

Employee Name : Garga Ram Kalita ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	09:30	17:00	FS	7:30	Present	
12-Oct-2022	09:30	17:00	FS	7:30	Present	
13-Oct-2022	09:31	17:00	FS	7:29	Present	
14-Oct-2022	09:30	17:00	FS	7:30	Present	
15-Oct-2022	09:30	17:01	FS	7:31	Present	

Total Duration=37 Hrs 30 Min/ Out of 35 Hrs / PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 22

Employee Name : Khagen Baishya ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	09:45	17:01	FS	7:16	Present	
12-Oct-2022	09:31	17:01	FS	7:30	Present	
13-Oct-2022	09:36	17:02	FS	7:26	Present	
14-Oct-2022	09:31	17:02	FS	7:31	Present	
15-Oct-2022	09:31	17:01	FS	7:30	Present	

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Total Duration=37 Hrs 13 Min/ Out of 35 Hrs , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 23 Employee Name : Dharani Rajbongshi ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	09:30	17:01	FS	7:31	Present	
12-Oct-2022	09:31	17:00	FS	7:29	Present	
13-Oct-2022	09:30	17:00	FS	7:30	Present	
14-Oct-2022	09:30	17:01	FS	7:31	Present	
15-Oct-2022	09:31	17:01	FS	7:30	Present	

Total Duration=37 Hrs 31 Min / Out of 35 Hrs / PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 24 Employee Name : Girish Boro ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022			FS	00:00	Absent	CL
12-Oct-2022			FS	00:00	Absent	CL
13-Oct-2022	09:42	17:01	FS	7:19	Present	
14-Oct-2022	09:57	17:03	FS	7:06	Present	
15-Oct-2022	10:03	17:00	FS	6:57	Present	Late Entry ✓

Total Duration=21 Hrs 22 Min/ Out of 21 Hrs / PresentDays=3 , Leaves=0 , Holiday=0 , AbsentDays=2 , Weekly Off =0

Employee 25 Employee Name : Hari Chandra Kalita ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	09:36	17:01	FS	7:25	Present	
12-Oct-2022			FS	00:00	Absent	CL ✓
13-Oct-2022	10:06	17:02	FS	6:56	Present	Late Entry ✓
14-Oct-2022	10:00	15:01	FS	4:56	Present	
15-Oct-2022			FS	00:00		Weekly Off ✓

Total Duration=19 Hrs 17 Min/ Out of 21 Hrs / PresentDays=3 , Leaves=0 , Holiday=0 , AbsentDays=1 , Weekly Off =1

Employee 26 Employee Name : Paresh Kalita ✓


Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
11-Oct-2022	09:35	17:01	FS	7:26	Present	
12-Oct-2022	09:38	17:00	FS	7:22	Present	
13-Oct-2022	09:34	17:01	FS	7:27	Present	
14-Oct-2022	09:49	17:03	FS	7:14	Present	
15-Oct-2022	10:11	17:01	FS	6:50	Present	Late Entry ✓

Total Duration=36 Hrs 19 Min/ Out of 35 Hrs / PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 27 Employee Name : Manabendra Kalita ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks

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11-Oct-2022	10:16		FS	6:49	Present	Late Entry ✓
12-Oct-2022	10:49	15:57	FS	5:08	Present	On Duty
13-Oct-2022	L		FS	00:00	Present	On Duty
14-Oct-2022	09:59		FS	7:06	Present	On Duty
15-Oct-2022	10:00	15:18	FS	5:16	Present	Early Deperture ✓

Total Duration = 24 Hrs 19 Min / Out of 35 Hrs PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0


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