

Daily Attendance Report (Summary Report)

ملک
23/04/25

Apr 07 2025 To Apr 19 2025

Company: Non Gaz

Printed On : Apr 22 2025

Employee 14 Employee Name Kashmiri Gohain

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
07-Apr-2025			NS	00:00	Absent	ML
08-Apr-2025			NS	00:00	Absent	ML
09-Apr-2025			NS	00:00	Absent	ML
10-Apr-2025			NS	00:00	Absent	ML
11-Apr-2025			NS	00:00	Absent	ML
12-Apr-2025			NS	00:00	Absent	ML
13-Apr-2025			NS	00:00	Absent	ML
14-Apr-2025			NS	00:00	Absent	ML
15-Apr-2025			NS	00:00	Absent	ML
16-Apr-2025			NS	00:00	Absent	ML
17-Apr-2025			NS	00:00	Absent	ML
18-Apr-2025			NS	00:00	Absent	ML
19-Apr-2025			NS	00:00	Absent	ML

Total Duration=0 Hrs 0 Min , PresentDays=0 , Leaves=0 , Holiday=0 , AbsentDays=13 , Weekly Off =0

Employee 15 Employee Name Praonsa Borah ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
07-Apr-2025	10:14	16:52	GS	6:38	Present	Late Entry
08-Apr-2025	09:56	16:46	GS	6:50	Present	
09-Apr-2025	09:53	16:43	GS	6:50	Present	
10-Apr-2025	10:10	16:45	GS	6:35	Present	Late Entry
11-Apr-2025	10:26	16:35	GS	6:09	Present	Late Entry
12-Apr-2025			GS	00:00	Present	No Inpunch/ Out punch
13-Apr-2025			GS	00:00	WeeklyOff	
14-Apr-2025			GS	00:00	Holiday	
15-Apr-2025			GS	00:00	Holiday	
16-Apr-2025			GS	00:00	Holiday	
17-Apr-2025	10:22	16:32	GS	6:10	Present	Late Entry
18-Apr-2025			GS	00:00	Holiday	
19-Apr-2025			GS	00:00	WeeklyOff	

Total Duration=39 Hrs 12 Min/ Out of 49 Hrs , PresentDays=7 , Leaves=0 , Holiday=4 , AbsentDays=0 , Weekly Off =2

P. Borah

Employee 16 Employee Name Dhritiman Nath ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
07-Apr-2025	10:00	17:00	GS	7:00	Present	
08-Apr-2025	09:58	17:00	GS	7:02	Present	
09-Apr-2025			GS	00:00	Absent	CL

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10-Apr-2025	10:00	17:00	GS	7:00	Present	
11-Apr-2025	09:58	17:01	GS	7:01	Present	Late Entry
12-Apr-2025	10:03	17:00	GS	6:57	Present	
13-Apr-2025			GS	00:00	WeeklyOff	
14-Apr-2025			GS	00:00	Holiday	
15-Apr-2025			GS	00:00	Holiday	
16-Apr-2025			GS	00:00	Holiday	
17-Apr-2025	09:51	17:00	GS	7:09	Present	
18-Apr-2025			GS	00:00	Holiday	
19-Apr-2025	10:00	17:04	GS	7:04	Present	

Total Duration=49 Hrs 13 Min/ Out of 49 Hrs , PresentDays=7 , Leaves=0 , Holiday=4 , AbsentDays=1 , Weekly Off =1

Employee 17 Employee Name Nikhil Chutia ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
07-Apr-2025	10:00	17:02	GS	7:01	Present	
08-Apr-2025	09:51	17:00	GS	7:09	Present	
09-Apr-2025	10:00	17:00	GS	7:00	Present	Late Entry
10-Apr-2025	10:04	17:00	GS	6:56	Present	
11-Apr-2025	09:58	17:00	GS	7:02	Present	
12-Apr-2025			GS	00:00	WeeklyOff	
13-Apr-2025			GS	00:00	WeeklyOff	
14-Apr-2025			GS	00:00	Holiday	
15-Apr-2025			GS	00:00	Holiday	
16-Apr-2025			GS	00:00	Holiday	
17-Apr-2025			GS	00:00	Absent	CL
18-Apr-2025			GS	00:00	Holiday	
19-Apr-2025			GS	00:00	Absent	CL

Total Duration=35 Hrs 8 Min/ Out of 35 Hrs , PresentDays=5 , Leaves=0 , Holiday=4 , AbsentDays=2 , Weekly Off =2

Employee 18 Employee Name Jyotshna Kalita ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
07-Apr-2025	09:48	17:00	GS	7:12	Present	
08-Apr-2025	09:48	17:00	GS	7:12	Present	
09-Apr-2025	10:00	17:00	GS	7:00	Present	
10-Apr-2025	09:39	17:00	GS	7:21	Present	
11-Apr-2025	09:54	17:00	GS	7:06	Present	Late Entry
12-Apr-2025	10:24	16:30	GS	6:06	Present	
13-Apr-2025			GS	00:00	WeeklyOff	
14-Apr-2025			GS	00:00	Holiday	
15-Apr-2025			GS	00:00	Holiday	
16-Apr-2025			GS	00:00	Holiday	
17-Apr-2025	09:59	17:01	GS	7:02	Present	

Jyotshna Kalita

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18-Apr-2025			GS	00:00	Holiday	
19-Apr-2025	09:57	17:00	GS	7:03	Present	

Total Duration=56 Hrs 2 Min/ Out of 56 Hrs , PresentDays=0 , Leaves=0 , Holiday=4 , AbsentDays=0 , Weekly Off =1

Employee 20 Employee Name Amrita Boro

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
07-Apr-2025	09:57	16:04	GS	6:07	Present	
08-Apr-2025	09:55	16:08	GS	6:13	Present	
09-Apr-2025			GS	00:00	Absent	CL
10-Apr-2025			GS	00:00	Absent	RH
11-Apr-2025			GS	00:00	Absent	CL
12-Apr-2025			GS	00:00	Weekly Off	
13-Apr-2025			GS	00:00	Weekly Off	
14-Apr-2025			GS	00:00	Holiday	
15-Apr-2025			GS	00:00	Holiday	
16-Apr-2025			GS	00:00	Holiday	
17-Apr-2025	09:47	15:19	GS	5:32	Present	
18-Apr-2025			GS	00:00	Holiday	
19-Apr-2025			GS	00:00	Weekly Off	

Total Duration=17 Hrs 52 Min/ Out of 21 Hrs , PresentDays=3 , Leaves=0 , Holiday=4 , AbsentDays=3 , Weekly Off =3

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Employee 25 Employee Name Hari Ch. Kalita

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
07-Apr-2025	10:00	17:00	GS	7:00	Present	
08-Apr-2025	09:33		GS	00:00	Present	On Duty
09-Apr-2025	09:56	16:34	GS	6:38	Present	
10-Apr-2025	09:50	16:30	GS	6:40	Present	
11-Apr-2025	09:48	16:38	GS	6:50	Present	
12-Apr-2025	09:31		GS	00:00	Present	On Duty
13-Apr-2025			GS	00:00	WeeklyOff	
14-Apr-2025			GS	00:00	Holiday	
15-Apr-2025			GS	00:00	Holiday	
16-Apr-2025			GS	00:00	Holiday	
17-Apr-2025			GS	00:00	Absent	CL
18-Apr-2025			GS	00:00	Holiday	
19-Apr-2025			GS	00:00	WeeklyOff	

Total Duration=27 Hrs 8 Min/ Out of 28Hrs , PresentDays=6 , Leaves=0 , Holiday=4 , AbsentDays=1 , Weekly Off =2

Employee 26 Employee Name Paresh Kalita

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks

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07-Apr-2025	10:03	17:00	GS	6:57	Present	Late Entry
08-Apr-2025	09:47	17:00	GS	7:13	Present	
09-Apr-2025	10:02	17:00	GS	6:58	Present	
10-Apr-2025	09:33		GS	00:00	Present	On Duty
11-Apr-2025	09:47	16:17	GS	6:30	Present	
12-Apr-2025			GS	00:00	WeeklyOff	
13-Apr-2025			GS	00:00	WeeklyOff	
14-Apr-2025			GS	00:00	Absent	
15-Apr-2025			GS	00:00	Absent	
16-Apr-2025			GS	00:00	Absent	
17-Apr-2025	09:33		GS	00:00	Present	On Duty
18-Apr-2025			GS	00:00	Holiday	
19-Apr-2025	09:32		GS	00:00	Present	On Duty

Total Duration=27 Hrs 33 Min/ Out of 28 Hrs , PresentDays=7 , Leaves=0 , Holiday=4 , AbsentDays=0 , Weekly Off =2

Employee 27 Employee Name Manabendra Kalita

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
07-Apr-2025	09:43		GS	00:00	Present	On Duty
08-Apr-2025			GS	00:00	Absent	On Duty
09-Apr-2025	10:00	16:34	GS	5:18	Present	
10-Apr-2025	09:56	16:04	GS	6:08	Present	
11-Apr-2025	10:08		GS	00:00	Present	On Duty
12-Apr-2025			GS	00:00	WeeklyOff	
13-Apr-2025			GS	00:00	WeeklyOff	
14-Apr-2025			GS	00:00	Holiday	
15-Apr-2025			GS	00:00	Holiday	
16-Apr-2025			GS	00:00	Holiday	
17-Apr-2025	10:29	16:15	GS	5:46	Present	Late Entry
18-Apr-2025			GS	00:00	Holiday	
19-Apr-2025	10:00	17:00	GS	7:00	Present	

Total Duration=24 Hrs 12 Min/ Out of 28 Hrs , PresentDays=7 , Leaves=0 , Holiday=4 , AbsentDays=-0 , Weekly Off =2

Manabendra Kalita

Employee 30 Employee Name Rupjyoti Medhi

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
07-Apr-2025	09:59	17:00	GS	7:01	Present	
08-Apr-2025	10:00		GS	00:00	Present	On Duty
09-Apr-2025			GS	00:00	Absent	CL
10-Apr-2025	10:06	17:00	GS	6:54	Present	Late Entry
11-Apr-2025	09:30		GS	00:00	Present	On Duty
12-Apr-2025			GS	00:00	Weekly Off	

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13-Apr-2025			GS	00:00	Weekly Off	
14-Apr-2025			GS	00:00	Holiday	
15-Apr-2025			GS	00:00	Holiday	
16-Apr-2025			GS	00:00	Holiday	
17-Apr-2025			GS	00:00	Absent	CL
18-Apr-2025			GS	00:00	Holiday	
19-Apr-2025	09:56	17:03	GS	7:09	Present	

Total Duration=21 Hrs 4 Min/ Out of 21 Hrs , PresentDays=5 , Leaves=0 , Holiday=4 , AbsentDays=2 , Weekly Off =2

Prasadi

Employee 31 Employee Name Junumoni Kro

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
07-Apr-2025	09:42	16:43	GS	7:01	Present	
08-Apr-2025	09:36	16:46	GS	7:10	Present	
09-Apr-2025	09:45	16:41	GS	6:56	Present	
10-Apr-2025	09:46	16:35	GS	6:49	Present	
11-Apr-2025	09:49	16:36	GS	6:47	Present	
12-Apr-2025			GS	00:00	WeeklyOff	
13-Apr-2025			GS	00:00	Weekly Off	
14-Apr-2025			GS	00:00	Holiday	
15-Apr-2025			GS	00:00	Holiday	
16-Apr-2025			GS	00:00	Holiday	
17-Apr-2025	09:46	16:18	GS	6:32	Present	
18-Apr-2025			GS	00:00	Holiday	
19-Apr-2025	09:41	15:51	GS	6:10	Weekly Off	

Total Duration=47 Hrs 25 Min/ Out of 49 Hrs , PresentDays=7 , Leaves=0 , Holiday=4 , AbsentDays=0 , Weekly Off =2

Employee 32 Employee Name Sanjib Das Junumoni Kro

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
07-Apr-2025	10:00	17:00	GS	7:00	Present	
08-Apr-2025	09:56	17:00	GS	7:04	Present	
09-Apr-2025	09:30		GS	00:00	Present	On Duty
10-Apr-2025	09:59	17:00	GS	7:01	Present	
11-Apr-2025	10:03	17:00	GS	6:57	Present	Late Entry
12-Apr-2025	10:00	17:00	GS	7:00	Present	
13-Apr-2025			GS	00:00	WeeklyOff	
14-Apr-2025			GS	00:00	Holiday	
15-Apr-2025			GS	00:00	Holiday	
16-Apr-2025			GS	00:00	Holiday	
17-Apr-2025	09:59	17:01	GS	7:02	Present	
18-Apr-2025			GS	00:00	Holiday	
19-Apr-2025			GS	00:00	WeeklyOff	

Total Duration=42 Hrs 4 Min/ Out of 42 Hrs , PresentDays=7 , Leaves=0 , Holiday=4 , AbsentDays=0 , Weekly Off =2

Sanjib Das