

Daily Attendance Report (Summary Report)

11/09/25

Sep 01 2025 To Sep 06 2025

Printed On : Sep 11 2025

Company: Gaz

Department: Default
Employee 1

Employee Name Dr. Mousumi Bordoloi ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025	09:39	17:00	GS	7:21	Present	
02-Sep-2025			GS	00:00	Present	On Duty
03-Sep-2025	09:40	17:00	GS	7:20	Present	
04-Sep-2025	09:51	17:00	GS	7:09	Present	
05-Sep-2025	09:48	17:00	GS	7:12	Present	
06-Sep-2025	09:47	17:00	GS	7:13	Present	

Total Duration=36 Hrs 15 Min/ out of 30 Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 3 Employee Name Dr. Moushumi Choudhury ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025	09:59	16:30	GS	6:31	Present	
02-Sep-2025	10:39	16:14	GS	5:35	Present	
03-Sep-2025	10:25	16:00	GS	5:35	Present	
04-Sep-2025	10:40	17:00	GS	6:20	Present	
05-Sep-2025	10:47	16:01	GS	5:14	Present	
06-Sep-2025			GS	00:00	Absent	CL

Total Duration=29 Hrs 15 Min/ Out of 30 Hrs , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=1 , Weekly Off =0

Employee 4 Employee Name Dr. Pallabi kalita ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025	10:42	16:30	GS	5:48	Present	
02-Sep-2025	10:02	16:19	GS	6:17	Present	
03-Sep-2025	10:41	16:00	GS	5:19	Present	
04-Sep-2025	09:57	17:02	GS	7:05	Present	
05-Sep-2025	10:05	16:01	GS	5:56	Present	
06-Sep-2025	09:37	15:14	GS	5:37	Present	

Total Duration=36 Hrs 2 Min/ Out of 36 Hrs , 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
01-Sep-2025	09:32	15:36	GS	6:04	Present	
02-Sep-2025			GS	00:00	Present	On duty
03-Sep-2025	09:30	15:36	GS	6:06	Present	
04-Sep-2025	09:30	15:33	GS	6:03	Present	

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05-Sep-2025	09:31	15:08	GS	5:37	Present	
06-Sep-2025	09:30	15:09	GS	5:39	Present	

Total Duration=29 Hrs 29 Min/ Out of 30 Hrs , 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
01-Sep-2025	10:09	15:45	GS	5:36	Present	
02-Sep-2025	09:50	16:52	GS	7:02	Present	
03-Sep-2025	10:03	16:11	GS	6:08	Present	
04-Sep-2025			GS	00:00	Present	On duty
05-Sep-2025	10:30	15:08	GS	4:38	Present	
06-Sep-2025	10:09	15:05	GS	4:56	Present	

Total Duration=28 Hrs 20 Min/ Out of 30 Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 7 Employee Name Dr. Krishna Devi Boria ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025	10:28	16:19	GS	5:51	Present	
02-Sep-2025	10:18	15:27	GS	5:09	Present	
03-Sep-2025	10:14	15:56	GS	5:42	Present	
04-Sep-2025		15:24	GS		Present	No InPunch (11:02-15:24)(4:22)
05-Sep-2025	10:58	15:09	GS	4:11	Present	
06-Sep-2025	10:41		GS	00:00	Present	No Outpunch

Total Duration=25 Hrs 8 Min/ Out of 30 Hrs , 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
01-Sep-2025		17:00	GS		Present	No InPunch(11:06-17:00)(05:54)
02-Sep-2025	11:00	17:00	GS	6:00	Present	
03-Sep-2025	10:53	17:00	GS	6:07	Present	
04-Sep-2025	10:55	15:08	GS	4:13	Present	Press / On duty
05-Sep-2025	10:52	15:22	GS	4:30	Present	Press / On duty
06-Sep-2025		17:00	GS		Present	No InPunch(11:07-17:00)(05:53)

Total Duration=32 Hrs 37 Min/ Out of 30 Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 9 Employee Name Mridula Deka ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks

Generated By: *Utsav*
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Utsav
15/09/25

Mridula
15/09/25

Utsav
15/09/25

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01-Sep-2025	10:13	15:34	GS	5:21	Present	
02-Sep-2025	10:16	15:20	GS	5:04	Present	
03-Sep-2025	09:52	15:38	GS	5:46	Present	
04-Sep-2025	09:32	15:38	GS	6:06	Present	
05-Sep-2025	10:25	15:06	GS	4:41	Present	
06-Sep-2025	10:12	15:36	GS	5:24	Present	

Total Duration=32 Hrs 22 Min/ Out of 36 Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 10 Employee Name Mitali Baruah ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025	09:52	16:20	GS	6:28	Present	
02-Sep-2025	09:46	15:03	GS	5:17	Present	
03-Sep-2025	10:00	15:37	GS	5:37	Present	
04-Sep-2025	10:21	15:01	GS	4:40	Present	
05-Sep-2025		16:02	GS	4:55	Present	No InPunch(11:07-16:02)(4:55)
06-Sep-2025	10:19	15:37	GS	5:18	Present	

Total Duration=32 Hrs 15 Min/ Out of 36 Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 11 Employee Name Snehmanjari Majumdar ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025	09:30	15:34	GS	6:04	Present	
02-Sep-2025	09:42	15:40	GS	5:58	Present	
03-Sep-2025	09:30	15:37	GS	6:07	Present	
04-Sep-2025	09:36	16:00	GS	6:24	Present	
05-Sep-2025		16:03	GS	4:56	Present	No InPunch(11:07-16:03)(4:56)
06-Sep-2025	09:30	15:13	GS	5:43	Present	

Total Duration=35 Hrs 12 Min/ Out of 36 Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 12 Employee Name Manashi Sarma ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025			NS	00:00	Absent	ML
02-Sep-2025			NS	00:00	Absent	ML
03-Sep-2025			NS	00:00	Absent	ML
04-Sep-2025			NS	00:00	Absent	ML
05-Sep-2025			NS	00:00	Absent	ML
06-Sep-2025			NS	00:00	Absent	ML

Total Duration=0 Hrs 0 Min , PresentDays=0 , Leaves=0 , Holiday=0 , AbsentDays=6 , Weekly Off =0

M. Baruah 15/09/25
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Employee 28		Employee Name Krishna Deka ✓				
Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025	09:52	15:38	GS	5:46	Present	
02-Sep-2025	10:17	16:20	GS	6:03	Present	
03-Sep-2025	10:44	15:50	GS	5:06	Present	
04-Sep-2025	09:39	15:53	GS	6:14	Present	
05-Sep-2025	11:08	16:02	GS	4:54	Present	
06-Sep-2025			GS	00:00	WeeklyOff	

Total Duration=28 Hrs 3 Min/ Out of 30Hrs , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =1

Department: Default

Employee 13		Employee Name Champak Thakuria ✓				
Date	InTime	OutTime	Shift	Total	Status	Remarks
01-Sep-2025	10:18	16:43	GS	6:25	Present	
02-Sep-2025	10:09	16:18	GS	6:09	Present	
03-Sep-2025	10:28	15:19	GS	4:51	Present	
04-Sep-2025	10:28	16:28	GS	6:00	Present	
05-Sep-2025	10:44	15:04	GS	4:20	Present	
06-Sep-2025	10:28		GS	00:00	Present	No Outpunch

Total Duration=27 Hrs 45 Min/ Out of 36 Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 29		Employee Name Karabi Bhattachryya ✓				
Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025	10:56	16:26	GS	5:30	Present	
02-Sep-2025	10:57	15:03	GS	4:06	Present	
03-Sep-2025	10:43	15:50	GS	5:07	Present	
04-Sep-2025	10:59	15:01	GS	4:02	Present	
05-Sep-2025			GS	00:00	Absent	RH
06-Sep-2025			GS	00:00	Absent	CL

Total Duration=18 Hrs 45 Min/ Out of 24 Hrs , PresentDays=4 , Leaves=0 , Holiday=0 , AbsentDays=2 , Weekly Off =0

Employee 33		Employee Name Simpy Baruah ✓				
Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025			NS	00:00	Present	On Duty
02-Sep-2025			NS	00:00	Present	On Duty
03-Sep-2025			NS	00:00	Present	On Duty
04-Sep-2025			NS	00:00	Present	On Duty
05-Sep-2025			NS	00:00	Present	On Duty
06-Sep-2025			NS	00:00	Present	On Duty

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

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Employee 14 Employee Name Kashmiri Gohain

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025			NS	00:00	Absent	CCL
02-Sep-2025			NS	00:00	Absent	CCL
03-Sep-2025			NS	00:00	Absent	CCL
04-Sep-2025			NS	00:00	Absent	CCL
05-Sep-2025			NS	00:00	Absent	CCL
06-Sep-2025			NS	00:00	Absent	CCL

Total Duration=0 Hrs 0 Min , PresentDays=0 , Leaves=0 , Holiday=0 , AbsentDays=6 , Weekly Off =0

Employee 15 Employee Name Praponsa Borah ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025	10:15	16:53	GS	6:38	Present	Late Entry
02-Sep-2025	10:08	15:17	GS	5:09	Present	Late Entry
03-Sep-2025	10:12	16:40	GS	6:28	Present	Late Entry
04-Sep-2025	10:03	16:46	GS	6:43	Present	Late Entry
05-Sep-2025	10:13	16:45	GS	6:32	Present	Late Entry
06-Sep-2025			GS	00:00	WeeklyOff	

Total Duration=31 Hrs 30 Min/ Out of 42 Hrs , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =1

Employee 16 Employee Name Dhritiman Nath ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025	10:07	17:02	GS	6:55	Present	Late Entry
02-Sep-2025			GS	00:00	Present	On Duty
03-Sep-2025	09:57	17:00	GS	07:03	Present	
04-Sep-2025	10:00	17:00	GS	07:00	Present	
05-Sep-2025	09:59	17:00	GS	7:01	Present	
06-Sep-2025	09:56	17:00	GS	7:04	Present	

Total Duration=35 Hrs 3 Min/ Out of 35 Hrs , 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
01-Sep-2025	09:42	17:00	GS	7:18	Present	
02-Sep-2025	09:30	16:30	GS	7:00	Present	
03-Sep-2025	09:38	17:00	GS	7:22	Present	
04-Sep-2025	09:42	17:00	GS	7:18	Present	

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05-Sep-2025	09:50	17:00	GS	7:10	Present	
06-Sep-2025	09:53	17:00	GS	7:07	Present	

Total Duration=43 Hrs 15 Min/ Out of 42 Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off

Employee 20 Employee Name Amrita Boro

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025	10:00	15:38	GS	5:38	Present	
02-Sep-2025	09:58	15:02	GS	5:04	Present	On Duty
03-Sep-2025	09:58	15:29	GS	5:31	Present	On Duty
04-Sep-2025	10:00	15:25	GS	5:25	Present	
05-Sep-2025	10:03	15:00	GS	4:57	Present	
06-Sep-2025			GS	00:00	WeeklyOff	

Total Duration=18 Hrs 35 Min/ Out of 21 Hrs , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =1

Employee 25 Employee Name Hari Ch. Kalita

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025	09:32	17:03	GS	7:31	Present	
02-Sep-2025	09:33		GS	00:00	Present	On Duty
03-Sep-2025	09:31	17:00	GS	7:29	Present	
04-Sep-2025	09:31	17:02	GS	7:31	Present	
05-Sep-2025	09:36		GS	00:00	Present	On Duty
06-Sep-2025			GS	00:00	Weekly Off	

Total Duration=22 Hrs 31 Min/ Out of 21 Hrs , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=3 , Weekly Off =0

Employee 26 Employee Name Paresh Kalita

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025	10:16	16:53	GS	6:37	Present	
02-Sep-2025	10:00	17:00	GS	07:00	Present	
03-Sep-2025	09:31	16:30	GS	6:59	Present	
04-Sep-2025			GS	00:00	On Duty	
05-Sep-2025	10:00	17:02	GS	7:02	Present	
06-Sep-2025	09:36		GS	00:00	Present	On Duty

Total Duration=27 Hrs 45 Min/ Out of 28 Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 27 Employee Name Manabendra Kalita

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025	10:00		GS	00:00	Present	On Duty
02-Sep-2025	10:05		GS	00:00	Present	No Outpunch

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03-Sep-2025	10:07	16:28	GS	6:21	Present	
04-Sep-2025	10:03		GS	00:00	Present	On Duty
05-Sep-2025	10:02	16:04	GS	6:02	Present	
06-Sep-2025	09:49	16:13	GS	6:24	Present	

Total Duration=18 Hrs 47 Min/ Out of 28 Hrs , PresentDays=3 , Leaves=0 , Holiday=0 , AbsentDays=3 , Weekly Off =1

Employee 30 Employee Name Rupjyoti Medhi ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025	09:58	17:00	GS	07:02	Present	
02-Sep-2025	10:00	17:00	GS	07:00	Present	
03-Sep-2025	09:59	17:00	GS	7:01	Present	
04-Sep-2025	09:58	17:00	GS	7:02	Present	
05-Sep-2025	10:03	17:02	GS	06:59	Present	Late Entry
06-Sep-2025		17:00	GS		Present	On Duty

Total Duration=35 Hrs 4 Min/Out of 35 Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 31 Employee Name Junumoni Kro ✗

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025			NS	00:00	Absent	ML
02-Sep-2025			NS	00:00	Absent	ML
03-Sep-2025			NS	00:00	Absent	ML
04-Sep-2025			NS	00:00	Absent	ML
05-Sep-2025			NS	00:00	Absent	ML
06-Sep-2025			NS	00:00	Absent	ML

Total Duration=0 Hrs 0 Min , PresentDays=0 , Leaves=0 , Holiday=0 , AbsentDays=6 , Weekly Off =0

Employee 32 Employee Name Sanjib Das ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Sep-2025	09:31		GS	00:00	Present	On Duty
02-Sep-2025	10:00	17:00	GS	07:00	Present	
03-Sep-2025	09:58	17:01	GS	07:03	Present	
04-Sep-2025	10:07	17:00	GS	06:53	Present	
05-Sep-2025	09:49	17:02	GS	07:13	Present	
06-Sep-2025			GS	00:00	WeeklyOff	

Total Duration=28 Hrs 9 Min/ Out of 28 Hrs , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =1