

## Daily Attendance Report (Summary Report)

Printed On : Oct 26 2022

Company: Faculty

Department: Faculty  
Employee 1

Employee Name : Dr. Mousumi Bordoloi, Principal ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	09:33	17:00	FS	7:27	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	09:30	17:00	FS	7:30	Present	
20-Oct-2022	09:37	17:00	FS	7:23	Present	
21-Oct-2022	09:30	17:00	FS	7:30	Present	
22-Oct-2022			FS	00:00		Weekly Off

Total Duration = 29 Hrs 50 Min / Out of 24 Hrs / PresentDays=4, Leaves=0, Holiday=1, AbsentDays=0, Weekly Off =1

Employee 2

Employee Name : Dr. Gayotri Changkakoti ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	09:30	15:36	FS	6:06	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	09:30	15:49	FS	6:19	Present	
20-Oct-2022	09:30	15:31	FS	6:01	Present	
21-Oct-2022	10:03		FS	7:02	Present	On Duty
22-Oct-2022	09:30	15:10	FS	5:40	Present	

Total Duration = 31 Hrs 8 Min / Out of 30 Hrs / PresentDays=5, Leaves=0, Holiday=1, AbsentDays=0, Weekly Off =0

Employee 3

Employee Name : Dr. Moushumi Choudhury ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022			FS	7:00	Present	On Duty (Workshop)
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022			FS	7:00	Present	On Duty (Workshop)
20-Oct-2022			FS	7:00	Present	On Duty (Workshop)
21-Oct-2022	10:15		FS	6:50	Present	On Duty
22-Oct-2022	09:59	15:45	FS	5:46	Present	

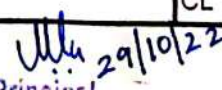
Total Duration = 33 Hrs 36 Min / Out of 30 Hrs / PresentDays=5, Leaves=0, Holiday=1, AbsentDays=0, Weekly Off =0

Employee 4

Employee Name : Dr. Pallabi Kalita ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022			FS	7:00	Present	On Duty (Workshop)
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022			FS	7:00	Present	On Duty (Workshop)
20-Oct-2022			FS	7:00	Present	On Duty (Workshop)
21-Oct-2022	10:49	17:01	FS	6:12	Present	
22-Oct-2022			FS	00:00	Absent	CL

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### Daily Attendance Report (Summary Report)

Company: Faculty

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Total Duration=27 Hrs 12 Min/Out of 24 Hrs / PresentDays=4 , Leaves=0 , Holiday=1 , AbsentDays=1 , Weekly Off =0

Employee 5 Employee Name : Dr. Anita Gogoi Buragohain ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	09:33	15:41	FS	6:08	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	09:40	15:49	FS	6:09	Present	
20-Oct-2022	09:32	15:38	FS	6:06	Present	
21-Oct-2022	09:58		FS	7:07	Present	On Duty
22-Oct-2022	09:30	15:10	FS	5:40	Present	

Total Duration=31 Hrs 10 Min/Out of 30 Hrs / PresentDays=5 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off

Employee 6 Employee Name : Dr. Chayamoni Dutta ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	10:12	16:15	FS	6:03	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	10:09	16:15	FS	6:06	Present	
20-Oct-2022	10:16	16:35	FS	6:19	Present	
21-Oct-2022	10:02	15:27	FS	5:25	Present	
22-Oct-2022			FS	00:00	Absent	CL

Total Duration=23 Hrs 53 Min/Out of 24 Hrs / PresentDays=4 , Leaves=0 , Holiday=1 , AbsentDays=1 , Weekly Off =0

Employee 8 Employee Name : Dr. Utpal Goswami ✓

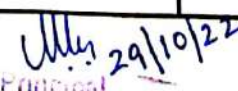
Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	10:49	16:53	FS	6:04	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	10:50	16:57	FS	6:07	Present	
20-Oct-2022	11:02	17:02	FS	6:00	Present	Late Entry ✓
21-Oct-2022	10:20	17:02	FS	6:42	Present	
22-Oct-2022	10:30	16:53	FS	6:23	Present	

Total Duration=31 Hrs 16 Min/Out of 30 Hrs / PresentDays=5 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off =0

Employee 9 Employee Name : Ms. Mridula deka ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	09:31	15:54	FS	6:23	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022			FS	00:00	Absent	CL
20-Oct-2022	09:46	15:37	FS	5:51	Present	
21-Oct-2022	09:33		FS	7:32	Present	On Duty
22-Oct-2022	09:30	15:04	FS	5:34	Present	

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## Daily Attendance Report (Summary Report)

Company: Faculty

Printed On : Oct 26 2022

Total Duration=25 Hrs 20 Min/Out of 24 Hrs , PresentDays=4 , Leaves=0 , Holiday=1 , AbsentDays=1 , Weekly Off =0

Employee 10 Employee Name : Ms. Mitali Baruah ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	09:30	15:55	FS	6:25	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	09:32	15:36	FS	6:04	Present	
20-Oct-2022	09:44	15:52	FS	6:08	Present	
21-Oct-2022	09:30		FS	7:35	Present	On Duty
22-Oct-2022	09:32	15:04	FS	5:32	Present	

Total Duration=31 Hrs 44 Min/Out of 30 Hrs , PresentDays=5 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off =0

Employee 12 Employee Name : Ms. Manashi Sharma ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	10:26	16:22	FS	5:56	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	10:30	16:25	FS	5:55	Present	
20-Oct-2022		15:56	FS	1:09	Present	Late Entry ✓
21-Oct-2022	09:54	16:18	FS	6:24	Present	
22-Oct-2022	10:27	16:13	FS	5:46	Present	

Total Duration=25 Hrs 10 Min/Out of 30 Hrs , PresentDays=4 , Leaves=0 , Holiday=1 , AbsentDays=1 , Weekly Off =0

Employee 13 Employee Name : Mr. Champak Thakuria ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022			FS	00:00	Absent	EL
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022			FS	00:00	Absent	EL
20-Oct-2022			FS	00:00	Absent	EL
21-Oct-2022			FS	00:00	Absent	EL
22-Oct-2022			FS	00:00	Absent	EL

Total Duration=0 Hrs 0 Min , PresentDays=0 , Leaves=0 , Holiday=1 , AbsentDays=5 , Weekly Off =0

Employee 28 Employee Name : Krishna Deka ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	09:53	15:57	FS	6:04	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	09:30	15:37	FS	6:07	Present	
20-Oct-2022			FS	00:00	Absent	CL
21-Oct-2022	09:43	15:45	FS	6:02	Present	

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Daily Attendance Report (Summary Report)



Company: Faculty

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22-Oct-2022			FS	00:00	Absent	Weekly Off
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Total Duration=18 Hrs 13 Min/Out of 18 Hrs/ PresentDays=3 , Leaves=0 , Holiday=1 , AbsentDays=1 , Weekly Off =1

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## Daily Attendance Report (Summary Report)



Printed On : Oct 26 2022

Company: Office

Department: Office Staff

Employee 14

Employee Name : Kashmiri Gohain ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	09:56	15:58	FS	6:02	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	09:58	17:00	FS	7:02	Present	
20-Oct-2022	09:32	16:38	FS	7:06	Present	
21-Oct-2022	10:15		FS	6:50	Present	On Duty
22-Oct-2022			FS	00:00		Weekly Off

Total Duration=27 Hrs 3 Min/Out of 28 Hrs / PresentDays=4, Leaves=0, Holiday=1, AbsentDays=0, Weekly Off =1

Employee 15

Employee Name : Praopnsa Borah ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	09:59	17:01	FS	7:02	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	09:58	17:00	FS	7:02	Present	
20-Oct-2022	10:16	17:00	FS	6:44	Present	Late Entry
21-Oct-2022			FS	00:00	Absent	CL
22-Oct-2022	09:59	16:07	FS	6:08	Present	

Total Duration=26 Hrs 56 Min/Out of 28 Hrs / PresentDays=4, Leaves=0, Holiday=1, AbsentDays=1, Weekly Off =0

Employee 16

Employee Name : Dhritiman Nath ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	09:47		FS	7:18	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	09:54	17:00	FS	7:06	Present	
20-Oct-2022	09:52	17:01	FS	7:09	Present	
21-Oct-2022			FS	00:00	Absent	CL
22-Oct-2022	09:51	17:05	FS	7:14	Present	

Total Duration=28 Hrs 47 Min/Out of 28 Hrs / PresentDays=4, Leaves=0, Holiday=1, AbsentDays=1, Weekly Off =0

Employee 17

Employee Name : Nikhil Chutia ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	09:48		FS	7:17	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	09:49	17:00	FS	7:11	Present	
20-Oct-2022	09:52	17:01	FS	7:09	Present	
21-Oct-2022	09:43	17:01	FS	7:18	Present	
22-Oct-2022			FS	00:00		Weekly Off

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## Daily Attendance Report (Summary Report)



Company: Office

Printed On : Oct 26 2022

Total Duration=28 Hrs 55 Min/Out of 28 Hrs , PresentDays=4 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off =1

Employee 18 Employee Name : Jyotshna Kalita ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	09:42	17:00	FS	7:18	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	09:48	17:00	FS	7:12	Present	
20-Oct-2022	09:47	17:01	FS	7:14	Present	
21-Oct-2022	09:57	17:01	FS	7:04	Present	
22-Oct-2022			FS	00:00		Weekly Off

Total Duration=28 Hrs 48 Min/Out of 28 Hrs , PresentDays=4 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off =1

Employee 19 Employee Name : Deepshikha Sharma ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	10:00	17:01	FS	7:00	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	09:55	17:01	FS	7:06	Present	
20-Oct-2022	09:51	17:00	FS	7:09	Present	
21-Oct-2022	09:57	17:01	FS	7:04	Present	
22-Oct-2022	09:49	17:00	FS	7:11	Present	

Total Duration=35 Hrs 30 Min/Out of 35 Hrs , PresentDays=5 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off =0

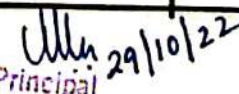
Employee 20 Employee Name : Amrita Boro ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	09:59		FS	7:06	Present	<i>on duty</i>
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	10:01		FS	7:04	Present	
20-Oct-2022	09:58		FS	7:07	Present	
21-Oct-2022	10:03		FS	7:02	Present	
22-Oct-2022			FS	00:00		Weekly Off

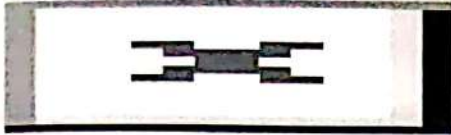
Employee 21 Employee Name : Garga Ram Kalita ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	09:30	17:00	FS	7:30	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	09:30	17:01	FS	7:31	Present	
20-Oct-2022	09:30	17:00	FS	7:30	Present	
21-Oct-2022	09:30	17:00	FS	7:30	Present	
22-Oct-2022	09:30	17:02	FS	7:32	Present	

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### Daily Attendance Report (Summary Report)



Company: Office

Printed On : Oct 26 2022

Total Duration=37 Hrs 33 Min/Out of 35 Hrs , PresentDays=5 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off =0

Employee 22 Employee Name : Khagen Baishya ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	09:31	17:01	FS	7:30	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	09:33	17:01	FS	7:28	Present	
20-Oct-2022	09:44	17:01	FS	7:17	Present	
21-Oct-2022	09:35		FS	7:30	Present (No	
22-Oct-2022	09:32	17:00	FS	7:28	Present	

Total Duration=37 Hrs 13 Min/Out of 35 Hrs / PresentDays=5 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off =0

Employee 23 Employee Name : Dharani Rajbongshi ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	09:32	17:01	FS	7:29	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	09:30	17:01	FS	7:31	Present	
20-Oct-2022	09:34	17:00	FS	7:26	Present	
21-Oct-2022	09:30	17:01	FS	7:31	Present	
22-Oct-2022	09:30	17:00	FS	7:30	Present	

Total Duration=37 Hrs 27 Min/Out of 35 Hrs / PresentDays=5 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off =0

Employee 24 Employee Name : Girish Boro ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	09:32	17:01	FS	7:29	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	09:53	17:00	FS	7:07	Present	
20-Oct-2022	09:50	17:01	FS	7:11	Present	
21-Oct-2022	09:30	17:01	FS	7:31	Present	
22-Oct-2022	09:52	17:00	FS	7:08	Present	

Total Duration=36 Hrs 26 Min/Out of 35 Hrs / PresentDays=5 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off =0

Employee 25 Employee Name : Hari Chandra Kalita ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022			FS	00:00	Absent	CL
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	09:41	17:01	FS	7:20	Present	
20-Oct-2022	10:00	17:00	FS	7:00	Present	
21-Oct-2022	10:07	17:01	FS	6:54	Present	Late Entry

*Handwritten signature*  
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Company: Office

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22-Oct-2022	10:14	15:04	FS	4:50	Present	Late Entry
Total Duration=26 Hrs 4 Min/Out of 28 Hrs / PresentDays=4 , Leaves=0 , Holiday=1 , AbsentDays=1 , Weekly Off =0						

Employee 26 Employee Name : Paresh Kalita

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	09:52	17:01	FS	7:09	Present	
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	09:45	17:00	FS	7:15	Present	
20-Oct-2022	09:36	17:01	FS	7:25	Present	
21-Oct-2022	09:58	17:01	FS	7:03	Present	
22-Oct-2022			FS	00:00		Weekly Off

Total Duration=28 Hrs 52 Min/Out of 28 Hrs / PresentDays=4 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off =1

Employee 27 Employee Name : Manabendra Kalita

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
17-Oct-2022	10:05		FS	7:00	Present	On Duty
18-Oct-2022			FS	00:00	Holiday	
19-Oct-2022	10:00	15:52	FS	5:50	Present	On Duty
20-Oct-2022	10:16	15:40	FS	5:24	Present	Late Entry
21-Oct-2022	09:58		FS	7:07	Present	On Duty
22-Oct-2022			FS	00:00		Weekly Off

Total Duration=25 Hrs 21 Min/Out of 28 Hrs / PresentDays=4 , Leaves=0 , Holiday=1 , AbsentDays=0 , Weekly Off =1

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 Principal  
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 Lachit Nagar, Ghy-07