

17/04/24

### Daily Attendance Report (Summary Report)

Company: Faculty

Printed On : Apr 17 2024 10:13

Department: Faculty

Employee 1

Employee Name Dr. Mousumi Bordoloi, Principal ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Apr-2024			FS	00:00	Present	On Duty
02-Apr-2024	09:48	17:01	FS	7:13	Present	
03-Apr-2024	09:51	17:00	FS	7:09	Present	
04-Apr-2024	09:52	17:00	FS	7:08	Present	
05-Apr-2024	09:54	17:00	FS	7:06	Present	
06-Apr-2024	09:51	17:00	FS	7:09	Present	

Total Duration=35 Hrs 45 Min/ Out of 30 Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 2

Employee Name Dr. Gayotri Changkakoti ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Apr-2024	09:30	15:39	FS	6:09	Present	
02-Apr-2024	09:30	15:40	FS	6:10	Present	
03-Apr-2024	09:30	15:36	FS	6:06	Present	
04-Apr-2024	09:30	15:33	FS	6:03	Present	
05-Apr-2024	09:32	15:17	FS	5:45	Present	
06-Apr-2024	09:30	15:23	FS	5:53	Present	

Total Duration=36 Hrs 6 Min/ Out of 36 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-Apr-2024	09:55	16:08	FS	6:13	Present	
02-Apr-2024	09:53	16:16	FS	6:23	Present	
03-Apr-2024	10:21	16:10	FS	5:49	Present	
04-Apr-2024	10:13	16:13	FS	6:00	Present	
05-Apr-2024	09:37	16:00	FS	6:23	Present	
06-Apr-2024	09:56	15:23	FS	5:27	Present	

Total Duration=36 Hrs 15 Min/ Out of 36 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
01-Apr-2024			FS	00:00	Absent	CCL
02-Apr-2024			FS	00:00	Absent	CCL
03-Apr-2024			FS	00:00	Absent	CCL
04-Apr-2024			FS	00:00	Absent	CCL
05-Apr-2024			FS	00:00	Absent	CCL

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*Signature 1* 17/4/24 *Signature 2* 17/4/24 *Signature 3* 17/4/24 *Signature 4* 17/4/24 *Signature 5* 17/4/24 *Signature 6* 17/4/24 *Signature 7* 17/4/24 *Signature 8* 17/4/24



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06-Apr-2024			FS	00:00	Absent	CCL
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Total Duration=0 Hrs 0 Min , PresentDays=0 , Leaves=0 , Holiday=0 , AbsentDays=6 , Weekly Off =0

Employee 5 Employee Name Dr. Anita Gogoi Buragochain ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Apr-2024	09:34	15:40	FS	6:06	Present	
02-Apr-2024	09:38	15:49	FS	6:11	Present	
03-Apr-2024	09:39	15:46	FS	6:07	Present	
04-Apr-2024	09:30	15:41	FS	6:11	Present	
05-Apr-2024	09:30	15:17	FS	5:47	Present	
06-Apr-2024	09:35	15:18	FS	5:43	Present	

✓ Total Duration=36 Hrs 5 Min/ Out of 36 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-Apr-2024	10:17	16:30	FS	6:13	Present	
02-Apr-2024	10:05	16:25	FS	6:20	Present	
03-Apr-2024	10:07	16:10	FS	6:03	Present	
04-Apr-2024	10:02	16:13	FS	6:11	Present	
05-Apr-2024	10:13	16:17	FS	6:04	Present	
06-Apr-2024	10:07	15:24	FS	5:17	Present	

Total Duration=36 Hrs 8 Min/ Out of 36 Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 7 Employee Name Krishna Devi Bonia ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Apr-2024	10:20	15:56	FS	5:36	Present	
02-Apr-2024	10:02	16:52	FS	6:50	Present	
03-Apr-2024	10:11	16:07	FS	5:56	Present	
04-Apr-2024	09:41	16:02	FS	6:21	Present	
05-Apr-2024	09:57	16:41	FS	6:44	Present	
06-Apr-2024	09:54	15:49	FS	5:55	Present	

Total Duration=37 Hrs 22 Min/ Out of 36 Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off

Employee 8 Employee Name Dr. Utpal Goswami ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Apr-2024	10:39	15:40	FS	5:01	Present	
02-Apr-2024	10:21	17:01	FS	6:40	Present	
03-Apr-2024	10:27	17:00	FS	6:33	Present	
04-Apr-2024	10:38	17:00	FS	6:22	Present	

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05-Apr-2024	10:43	17:00	FS	6:17	Present	
06-Apr-2024	09:51	17:00	FS	7:09	Present	

Total Duration=38 Hrs 2 Min/ Out of 36 Hrs , 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
01-Apr-2024	10:13	15:40	FS	5:27	Present	
02-Apr-2024	09:52	15:50	FS	5:58	Present	
03-Apr-2024	10:21	16:33	FS	6:12	Present	
04-Apr-2024	09:52	16:08	FS	6:16	Present	
05-Apr-2024	09:50	16:02	FS	6:12	Present	
06-Apr-2024	09:41	16:05	FS	6:24	Present	

Total Duration=36 Hrs 29 Min/ Out of 36 Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off

Employee 10 Employee Name Ms. Mitali Baruah ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Apr-2024	09:36	15:49	FS	6:13	Present	
02-Apr-2024	09:30	15:39	FS	6:09	Present	
03-Apr-2024	09:30	15:38	FS	6:08	Present	
04-Apr-2024	09:33	15:35	FS	6:02	Present	
05-Apr-2024			FS	00:00	On Duty	
06-Apr-2024	09:32	15:49	FS	6:17	Present	

Total Duration=30 Hrs 49 Min/ Out of 36 Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 11 Employee Name Ms. Snehmanjari Majumdar ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Apr-2024	09:52	15:26	FS	5:34	Present	
02-Apr-2024	10:03	15:46	FS	5:43	Present	
03-Apr-2024	09:35	16:40	FS	7:05	Present	
04-Apr-2024	10:09	15:35	FS	5:26	Present	
05-Apr-2024	10:10		FS	6:55	Present	No Outpunch
06-Apr-2024			FS	00:00	Absent	CL

Total Duration=24 Hrs 43 Min/ Out of 30 Hrs , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=1 , Weekly Off =0

Employee 12 Employee Name Ms. Manashi Sharma ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Apr-2024	10:21	15:58	FS	5:37	Present	
02-Apr-2024	10:29	16:20	FS	5:51	Present	
03-Apr-2024	10:00	16:12	FS	6:12	Present	

*Handwritten signatures and dates:*  
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04-Apr-2024	10:01	16:15	FS	6:14	Present	
05-Apr-2024		16:03	FS	1:02	Present	(No InPunch)
06-Apr-2024	10:23	15:24	FS	5:01	Present	

Total Duration=23 Hrs 57 Min/Out of 36 Hrs , 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
01-Apr-2024	10:41	17:00	FS	6:19	Present	
02-Apr-2024	10:05	16:43	FS	6:38	Present	
03-Apr-2024	10:38	16:38	FS	6:00	Present	
04-Apr-2024	09:43	17:00	FS	7:22	Present	
05-Apr-2024	10:48	16:33	FS	5:45	Present	
06-Apr-2024	10:41	15:48	FS	5:07	Present	

Total Duration=37 Hrs 11 Min/ Out of 36 Hrs , PresentDays=6 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee 29 Employee Name Karabi Bhattachrya ✓

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Apr-2024	09:53	15:50	FS	5:57	Present	
02-Apr-2024	10:19	16:52	FS	6:33	Present	
03-Apr-2024	10:19	15:38	FS	5:19	Present	
04-Apr-2024	10:23	16:04	FS	5:41	Present	
05-Apr-2024	09:56	16:41	FS	6:45	Present	
06-Apr-2024	10:49	15:50	FS	5:01	Present	

Total Duration=35 Hrs 16 Min/ Out of 36 Hrs , PresentDays=5 , Leaves=0 , Holiday=0 , AbsentDays=1 , Weekly Off =0

Employee 33 Employee Name Simpy Baruah

Date	InTime	OutTime	Shift	Total Duration	Status	Remarks
01-Apr-2024			FS	00:00	Absent	ML
02-Apr-2024			FS	00:00	Absent	ML
03-Apr-2024			FS	00:00	Absent	ML
04-Apr-2024			FS	00:00	Absent	ML
05-Apr-2024			FS	00:00	Absent	ML
06-Apr-2024			FS	00:00	Absent	ML

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

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