

**Sonargaon Vivekananda Inst. for P.T.T.**

**Daily Basic Attendance Report**

16-Sep-2019 To 20-Sep-2019

**Generated On: 24-Sep-2019 10:30 AM**

| Attendance Date- 16-Sep-2019 |               |               |       |           |                  |            |             |       |            |        |         |
|------------------------------|---------------|---------------|-------|-----------|------------------|------------|-------------|-------|------------|--------|---------|
| Department:- NT              |               |               |       |           |                  |            |             |       |            |        |         |
| S.No                         | Employee Code | Employee Name | Shift | A. InTime | A.OutTime        | D. Break D | W. Duration | OT    | T Duration | Status | Remarks |
| 1                            | 1             | NILOY         | FS    | 10:14:03  | 17:00:00<br>(SE) | 00:00      | 06:39       | 00:00 | 06:39      | P      |         |
| 2                            | 5             | TAPAS         | FS    | 09:29:55  | 17:00:00<br>(SE) | 00:00      | 06:39       | 00:00 | 06:39      | P      |         |
| 3                            | 15            | BASUDEB       | FS    | 09:51:18  | 17:08:56         | 00:00      | 06:39       | 00:00 | 07:18      | P      |         |

| Department:- PT |               |               |       |           |           |            |             |       |            |        |         |
|-----------------|---------------|---------------|-------|-----------|-----------|------------|-------------|-------|------------|--------|---------|
| S.No            | Employee Code | Employee Name | Shift | A. InTime | A.OutTime | D. Break D | W. Duration | OT    | T Duration | Status | Remarks |
| 1               | 3             | SHOFIUDDIN    | FS    | 10:17:58  | 17:05:41  | 00:00      | 06:39       | 00:00 | 06:48      | P      |         |

| Department:- T |               |               |       |           |           |            |             |       |            |        |         |
|----------------|---------------|---------------|-------|-----------|-----------|------------|-------------|-------|------------|--------|---------|
| S.No           | Employee Code | Employee Name | Shift | A. InTime | A.OutTime | D. Break D | W. Duration | OT    | T Duration | Status | Remarks |
| 1              | 2             | MADHUMITA     | FS    | 10:08:55  | 17:06:29  | 00:00      | 06:39       | 00:00 | 06:58      | P      |         |
| 2              | 6             | SUBHRA        | FS    | 00:00     | 00:00     | 00:00      | 00:00       | 00:00 | 00:00      | L(CL)  |         |
| 3              | 8             | ANITA         | FS    | 10:28:10  | 16:57:18  | 00:00      | 06:29       | 00:00 | 06:29      | P      |         |
| 4              | 9             | SUPARNA       | FS    | 00:00     | 00:00     | 00:00      | 00:00       | 00:00 | 00:00      | L(CL)  |         |
| 5              | 10            | CHANCHAL      | FS    | 10:10:44  | 16:56:17  | 00:00      | 06:35       | 00:00 | 06:46      | P      |         |
| 6              | 11            | TAPAN         | FS    | 10:10:48  | 17:00:40  | 00:00      | 06:39       | 00:00 | 06:50      | P      |         |
| 7              | 13            | MERINA        | FS    | 10:17:50  | 17:06:33  | 00:00      | 06:39       | 00:00 | 06:49      | P      |         |
| 8              | 21            | ANWESHA       | FS    | 10:21:36  | 13:49:20  | 00:00      | 03:28       | 00:00 | 03:28      | P      |         |

| Attendance Date- 17-Sep-2019 |               |               |       |           |                  |            |             |       |            |        |         |
|------------------------------|---------------|---------------|-------|-----------|------------------|------------|-------------|-------|------------|--------|---------|
| Department:- NT              |               |               |       |           |                  |            |             |       |            |        |         |
| S.No                         | Employee Code | Employee Name | Shift | A. InTime | A.OutTime        | D. Break D | W. Duration | OT    | T Duration | Status | Remarks |
| 1                            | 1             | NILOY         | FS    | 10:10:02  | 16:55:12         | 00:00      | 06:34       | 00:00 | 06:45      | P      |         |
| 2                            | 5             | TAPAS         | FS    | 09:25:17  | 16:59:57         | 00:00      | 06:39       | 00:00 | 07:35      | P      |         |
| 3                            | 15            | BASUDEB       | FS    | 09:57:34  | 17:00:00<br>(SE) | 00:00      | 06:39       | 00:00 | 06:39      | P      |         |

| Department:- PT |               |               |       |           |           |            |             |       |            |        |         |
|-----------------|---------------|---------------|-------|-----------|-----------|------------|-------------|-------|------------|--------|---------|
| S.No            | Employee Code | Employee Name | Shift | A. InTime | A.OutTime | D. Break D | W. Duration | OT    | T Duration | Status | Remarks |
| 1               | 3             | SHOFIUDDIN    | FS    | 00:00     | 00:00     | 00:00      | 00:00       | 00:00 | 00:00      | A      |         |

| Department:- T |               |               |       |           |           |            |             |       |            |        |         |
|----------------|---------------|---------------|-------|-----------|-----------|------------|-------------|-------|------------|--------|---------|
| S.No           | Employee Code | Employee Name | Shift | A. InTime | A.OutTime | D. Break D | W. Duration | OT    | T Duration | Status | Remarks |
| 1              | 2             | MADHUMITA     | FS    | 10:01:26  | 16:51:29  | 00:00      | 06:30       | 00:00 | 06:50      | P      |         |

**Sonargaon Vivekananda Inst. for P.T.T.**

**Daily Basic Attendance Report**

16-Sep-2019 To 20-Sep-2019

**Generated On: 24-Sep-2019 10:30 AM**

| Attendance Date- 17-Sep-2019 |               |               |       |           |           |            |             |       |            |        |         |
|------------------------------|---------------|---------------|-------|-----------|-----------|------------|-------------|-------|------------|--------|---------|
| Department:- T               |               |               |       |           |           |            |             |       |            |        |         |
| S.No                         | Employee Code | Employee Name | Shift | A. InTime | A.OutTime | D. Break D | W. Duration | OT    | T Duration | Status | Remarks |
| 2                            | 6             | SUBHRA        | FS    | 10:09:54  | 16:56:56  | 00:00      | 06:36       | 00:00 | 06:47      | P      |         |
| 3                            | 8             | ANITA         | FS    | 10:09:49  | 16:56:49  | 00:00      | 06:36       | 00:00 | 06:47      | P      |         |
| 4                            | 9             | SUPARNA       | FS    | 10:17:25  | 16:59:13  | 00:00      | 06:38       | 00:00 | 06:42      | P      |         |
| 5                            | 10            | CHANCHAL      | FS    | 10:08:58  | 16:02:40  | 00:00      | 05:42       | 00:00 | 05:54      | P      |         |
| 6                            | 11            | TAPAN         | FS    | 10:16:13  | 16:59:32  | 00:00      | 06:39       | 00:00 | 06:43      | P      |         |
| 7                            | 13            | MERINA        | FS    | 10:20:19  | 16:51:39  | 00:00      | 06:31       | 00:00 | 06:31      | P      |         |
| 8                            | 21            | ANWESHA       | FS    | 10:12:05  | 16:59:00  | 00:00      | 06:38       | 00:00 | 06:47      | P      |         |

| Attendance Date- 18-Sep-2019 |               |               |       |           |           |            |             |       |            |        |         |
|------------------------------|---------------|---------------|-------|-----------|-----------|------------|-------------|-------|------------|--------|---------|
| Department:- NT              |               |               |       |           |           |            |             |       |            |        |         |
| S.No                         | Employee Code | Employee Name | Shift | A. InTime | A.OutTime | D. Break D | W. Duration | OT    | T Duration | Status | Remarks |
| 1                            | 1             | NILOY         | H     | 00:00     | 00:00     | 00:00      | 00:00       | 00:00 | 00:00      | HO     |         |
| 2                            | 5             | TAPAS         | H     | 00:00     | 00:00     | 00:00      | 00:00       | 00:00 | 00:00      | HO     |         |
| 3                            | 15            | BASUDEB       | H     | 00:00     | 00:00     | 00:00      | 00:00       | 00:00 | 00:00      | HO     |         |

| Department:- PT |               |               |       |           |           |            |             |       |            |        |         |
|-----------------|---------------|---------------|-------|-----------|-----------|------------|-------------|-------|------------|--------|---------|
| S.No            | Employee Code | Employee Name | Shift | A. InTime | A.OutTime | D. Break D | W. Duration | OT    | T Duration | Status | Remarks |
| 1               | 3             | SHOFIUDDIN    | H     | 00:00     | 00:00     | 00:00      | 00:00       | 00:00 | 00:00      | HO     |         |

| Department:- T |               |               |       |           |           |            |             |       |            |        |         |
|----------------|---------------|---------------|-------|-----------|-----------|------------|-------------|-------|------------|--------|---------|
| S.No           | Employee Code | Employee Name | Shift | A. InTime | A.OutTime | D. Break D | W. Duration | OT    | T Duration | Status | Remarks |
| 1              | 2             | MADHUMITA     | H     | 00:00     | 00:00     | 00:00      | 00:00       | 00:00 | 00:00      | HO     |         |
| 2              | 6             | SUBHRA        | H     | 00:00     | 00:00     | 00:00      | 00:00       | 00:00 | 00:00      | HO     |         |
| 3              | 8             | ANITA         | H     | 00:00     | 00:00     | 00:00      | 00:00       | 00:00 | 00:00      | HO     |         |
| 4              | 9             | SUPARNA       | H     | 00:00     | 00:00     | 00:00      | 00:00       | 00:00 | 00:00      | HO     |         |
| 5              | 10            | CHANCHAL      | H     | 00:00     | 00:00     | 00:00      | 00:00       | 00:00 | 00:00      | HO     |         |
| 6              | 11            | TAPAN         | H     | 00:00     | 00:00     | 00:00      | 00:00       | 00:00 | 00:00      | HO     |         |
| 7              | 13            | MERINA        | H     | 00:00     | 00:00     | 00:00      | 00:00       | 00:00 | 00:00      | HO     |         |
| 8              | 21            | ANWESHA       | H     | 00:00     | 00:00     | 00:00      | 00:00       | 00:00 | 00:00      | HO     |         |

| Attendance Date- 19-Sep-2019 |               |               |       |           |           |            |             |       |            |        |                |
|------------------------------|---------------|---------------|-------|-----------|-----------|------------|-------------|-------|------------|--------|----------------|
| Department:- NT              |               |               |       |           |           |            |             |       |            |        |                |
| S.No                         | Employee Code | Employee Name | Shift | A. InTime | A.OutTime | D. Break D | W. Duration | OT    | T Duration | Status | Remarks        |
| 1                            | 1             | NILOY         | FS    | 10:00:00  | 16:55:35  | 00:00      | 06:35       | 00:00 | 06:56      | P(OD)  | Presidents job |
| 2                            | 5             | TAPAS         | FS    | 09:23:39  | 17:00:26  | 00:00      | 06:39       | 00:00 | 07:37      | P      |                |

**Sonargaon Vivekananda Inst. for P.T.T.**

**Daily Basic Attendance Report**

16-Sep-2019 To 20-Sep-2019

**Generated On: 24-Sep-2019 10:30 AM**

| Attendance Date- 19-Sep-2019 |               |               |       |           |           |            |             |       |            |        |         |
|------------------------------|---------------|---------------|-------|-----------|-----------|------------|-------------|-------|------------|--------|---------|
| Department:- NT              |               |               |       |           |           |            |             |       |            |        |         |
| S.No                         | Employee Code | Employee Name | Shift | A. InTime | A.OutTime | D. Break D | W. Duration | OT    | T Duration | Status | Remarks |
| 3                            | 15            | BASUDEB       | FS    | 09:46:11  | 17:07:34  | 00:00      | 06:39       | 00:00 | 07:21      | P      |         |

| Department:- PT |               |               |       |           |           |            |             |       |            |        |         |
|-----------------|---------------|---------------|-------|-----------|-----------|------------|-------------|-------|------------|--------|---------|
| S.No            | Employee Code | Employee Name | Shift | A. InTime | A.OutTime | D. Break D | W. Duration | OT    | T Duration | Status | Remarks |
| 1               | 3             | SHOFIUDDIN    | FS    | 10:35:14  | 17:01:52  | 00:00      | 06:25       | 00:00 | 06:27      | P      |         |

| Department:- T |               |               |       |           |           |            |             |       |            |        |         |
|----------------|---------------|---------------|-------|-----------|-----------|------------|-------------|-------|------------|--------|---------|
| S.No           | Employee Code | Employee Name | Shift | A. InTime | A.OutTime | D. Break D | W. Duration | OT    | T Duration | Status | Remarks |
| 1              | 2             | MADHUMITA     | FS    | 13:33:12  | 17:07:02  | 00:00      | 03:27       | 00:00 | 03:34      | P      |         |
| 2              | 6             | SUBHRA        | FS    | 10:11:11  | 16:01:18  | 00:00      | 05:40       | 00:00 | 05:50      | P      |         |
| 3              | 8             | ANITA         | FS    | 10:12:15  | 16:01:13  | 00:00      | 05:40       | 00:00 | 05:49      | P      |         |
| 4              | 9             | SUPARNA       | FS    | 10:15:22  | 17:07:10  | 00:00      | 06:39       | 00:00 | 06:52      | P      |         |
| 5              | 10            | CHANCHAL      | FS    | 13:22:25  | 17:00:21  | 00:00      | 02:30       | 00:00 | 03:38      | P(½CL) |         |
| 6              | 11            | TAPAN         | FS    | 10:15:28  | 17:06:30  | 00:00      | 06:39       | 00:00 | 06:51      | P      |         |
| 7              | 13            | MERINA        | FS    | 10:30:25  | 17:06:55  | 00:00      | 06:30       | 00:00 | 06:36      | P      |         |
| 8              | 21            | ANWESHA       | FS    | 10:05:35  | 16:58:42  | 00:00      | 06:38       | 00:00 | 06:53      | P      |         |

| Attendance Date- 20-Sep-2019 |               |               |       |           |           |            |             |       |            |        |         |
|------------------------------|---------------|---------------|-------|-----------|-----------|------------|-------------|-------|------------|--------|---------|
| Department:- NT              |               |               |       |           |           |            |             |       |            |        |         |
| S.No                         | Employee Code | Employee Name | Shift | A. InTime | A.OutTime | D. Break D | W. Duration | OT    | T Duration | Status | Remarks |
| 1                            | 1             | NILOY         | FS    | 13:04:22  | 16:55:14  | 00:00      | 02:25       | 00:00 | 03:51      | P(½CL) |         |
| 2                            | 5             | TAPAS         | FS    | 09:25:56  | 16:01:10  | 00:00      | 05:40       | 00:00 | 06:35      | P      |         |
| 3                            | 15            | BASUDEB       | FS    | 09:51:40  | 17:05:00  | 00:00      | 06:39       | 00:00 | 07:13      | P      |         |

| Department:- PT |               |               |       |           |           |            |             |       |            |        |         |
|-----------------|---------------|---------------|-------|-----------|-----------|------------|-------------|-------|------------|--------|---------|
| S.No            | Employee Code | Employee Name | Shift | A. InTime | A.OutTime | D. Break D | W. Duration | OT    | T Duration | Status | Remarks |
| 1               | 3             | SHOFIUDDIN    | FS    | 10:34:43  | 17:00:32  | 00:00      | 06:25       | 00:00 | 06:26      | P      |         |

| Department:- T |               |               |       |           |           |            |             |       |            |        |                         |
|----------------|---------------|---------------|-------|-----------|-----------|------------|-------------|-------|------------|--------|-------------------------|
| S.No           | Employee Code | Employee Name | Shift | A. InTime | A.OutTime | D. Break D | W. Duration | OT    | T Duration | Status | Remarks                 |
| 1              | 2             | MADHUMITA     | FS    | 10:20:00  | 17:00:00  | 00:00      | 06:39       | 00:00 | 06:40      | P(OD)  | WBBPE confidential duty |
| 2              | 6             | SUBHRA        | FS    | 10:13:27  | 17:00:09  | 00:00      | 06:39       | 00:00 | 06:47      | P      |                         |
| 3              | 8             | ANITA         | FS    | 10:11:04  | 17:00:02  | 00:00      | 06:39       | 00:00 | 06:49      | P      |                         |

**Sonargaon Vivekananda Inst. for P.T.T.**

**Daily Basic Attendance Report**

16-Sep-2019 To 20-Sep-2019

**Generated On: 24-Sep-2019 10:30 AM**

|      |          |    |          |          |       |       |       |       |   |  |
|------|----------|----|----------|----------|-------|-------|-------|-------|---|--|
| 4 9  | SUPARNA  | FS | 10:18:59 | 17:02:26 | 00:00 | 06:39 | 00:00 | 06:43 | P |  |
| 5 10 | CHANCHAL | FS | 10:10:26 | 16:58:01 | 00:00 | 06:37 | 00:00 | 06:48 | P |  |
| 6 11 | TAPAN    | FS | 10:10:22 | 16:58:13 | 00:00 | 06:37 | 00:00 | 06:48 | P |  |
| 7 13 | MERINA   | FS | 10:12:57 | 17:01:32 | 00:00 | 06:39 | 00:00 | 06:49 | P |  |
| 8 21 | ANWESHA  | FS | 10:15:03 | 17:02:35 | 00:00 | 06:39 | 00:00 | 06:48 | P |  |