

**PT. INSPEKTINDO SINERGI PERSADA**  
**PERSONAL WORKING TIME SHEET**



Employee Name : RENAULT ADY SATRYA  
 Employee ID : 21291  
 Period Of : 16 December 2021 - 20 January 2022

NO	DATE	DAY	WORKING TIME	DETAIL JOB DESCRIPTION	ALLOWANCE						
					ONSHORE		OFFSHORE	MOB / DEMOB	MEAL	TRANSPORT	OVER TIME (HOUR/S)
					DAYTRIP	OVERNIGHT					
1	16-Dec-21	Thursday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
2	17-Dec-21	Friday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
3	18-Dec-21	Saturday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
4	19-Dec-21	Sunday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
5	20-Dec-21	Monday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
6	21-Dec-21	Tuesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
7	22-Dec-21	Wednesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
8	23-Dec-21	Thursday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
9	24-Dec-21	Friday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
10	25-Dec-21	Saturday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
11	26-Dec-21	Sunday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
12	27-Dec-21	Monday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
13	28-Dec-21	Tuesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
14	29-Dec-21	Wednesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
15	30-Dec-21	Thursday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
16	31-Dec-21	Friday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, pick up the CPU team at jetty bravo 2 anter from Handil to Balikpapan, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
17	01-Jan-22	Saturday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
18	02-Jan-22	Sunday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
19	03-Jan-22	Monday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
20	04-Jan-22	Tuesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
21	05-Jan-22	Wednesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
22	06-Jan-22	Thursday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
23	07-Jan-22	Friday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
24	08-Jan-22	Saturday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
25	09-Jan-22	Sunday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Pick up the HCA team (Andi aan and Subhan Rizky) from Balikpapan and bring them to the handil mess, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
26	10-Jan-22	Monday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
27	11-Jan-22	Tuesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, from mess handil pick up Aripin's NPU team, Deny/Swargi CPU team from Balikpapan and from Balikpapan bring them to Handil's mess, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
28	12-Jan-22	Wednesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, pick up the NPU team Andri/Nico at JETTY BRAVO 2, Anter the Aripin/Agus NPU team at JETTY BRAVO 2, Anter tim CPU Deny/Swargi di JETTY BRAVO 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
29	13-Jan-22	Thursday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					

30	14-Jan-22	Friday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
31	15-Jan-22	Saturday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
32	16-Jan-22	Sunday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
33	17-Jan-22	Monday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
34	18-Jan-22	Tuesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
35	19-Jan-22	Wednesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
36	20-Jan-22	Thursday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
<b>TOTAL</b>							36				

**NOTES :**

1. Personal Working Timesheet shall be submitted to HR & Admin. Dept. with complete Dept. approval
2. Personal Working Timesheet with complete approval shall be submitted to HR & Admin. Dept max. 2 days after cut off date

Submitted by,



Empl. Name

Reviewed by,



Pambudhi Kristyanto  
Supervisor

Approved by

Dept. Head

Verified by,

HR & Admin. Dept

ISP-F05-HR-01