

PT. INSPEKTINDO SINERGI PERSADA
PERSONAL WORKING TIME SHEET




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|---------------|-----------------------------|
| Employee Name | : RENAULT ADY S |
| Employee ID | : 21291 |
| Period Of | : 21 Feb 2022 - 28 feb 2022 |

| NO | DATE | DAY | WORKING TIME | DETAIL JOB DESCRIPTION | ALLOWANCE | | | | | | | |
|--------------|-----------|-----------|--------------|--|-----------|-----------|----------|-------------|------|-----------|--------------------|---|
| | | | | | ONSHORE | | OFFSHORE | MOB / DEMOB | MEAL | TRANSPORT | OVER TIME (HOUR/S) | |
| | | | | | DAYTRIP | OVERNIGHT | | | | | | |
| 1 | 21-Jan-22 | Monday | 6:00 - 18:00 | send Tim Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up tim Handil to base 2 | | 1 | | | | | | |
| 2 | 22-Jan-22 | Tuesday | 6:00 - 18:00 | send Tim Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up tim Handil to base 2 | | 1 | | | | | | |
| 3 | 23-Jan-22 | Wednesday | 6:00 - 18:00 | send Tim Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up tim Handil to base 2 | | 1 | | | | | | |
| 4 | 24-Jan-22 | Thursday | 6:00 - 18:00 | send Tim Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up tim Handil to base 2 | | 1 | | | | | | |
| 5 | 25-Jan-22 | Friday | 6:00 - 18:00 | from mess senipah send Tim Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the handil team at handil base 2, send it to the senipah mess | | 1 | | | | | | |
| 6 | 26-Jan-22 | Saturday | 6:00 - 18:00 | from mess senipah send Tim Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the handil team at handil base 2, send it to the senipah mess | | 1 | | | | | | |
| 7 | 27-Jan-22 | Sunday | 6:00 - 18:00 | from mess senipah send Tim Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the handil team at handil base 2, send it to the senipah mess | | 1 | | | | | | |
| 8 | 28-Jan-22 | Monday | 6:00 - 18:00 | Collect report from inspector, checking report, make master sumamry at mess handil, mob/demob team HCA back from senipah mess to balikpapan | | 1 | | | | | | |
| TOTAL | | | | | | 8 | | | | - | | - |


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,


 RENAULT ADY S
 Empl. Name

Reviewed by,


 PAMBUDHI KRISYANTO
 Supervisor

Approved by

Dept. Head

Verified by,

HR & Admin. Dept