## PT. INSPEKTINDO SINERGI PERSADA

PERSONAL WORKING TIME SHEET



**Employee Name** : PETRUS HARRY NATALDO NAINGGOLAN Employee ID : 19161 Period Of : 16-12-2020 to 20-01-2021

NO	DATE	DAY	WORKING TIME	DETAIL JOB DESCRIPTION	ALLOWANCE						
					ONSHORE		CTANDY'	MOB /		TRANSPORT	OVER TIME
					DAYTRIP	OVERNIGHT	STANBY	DEMOB	MEAL	TRANSPORT	(HOUR/S)
1	16-Des-20	Wednesday	08.00-17.00	Inspection Casing 13-3/8",L-80,72 PPF,BTC at PSB		1					
2	17-Des-20	Thursday	08.00-17.00	Inspection Casing 13-3/8",L-80,72 PPF,BTC at PSB		1					
3	18-Des-20	Friday	08.00-17.00	Inspection Casing 13-3/8",L-80,72 PPF,BTC at PSB		1					
4	19-Des-20	Saturday	08.00-17.00	Inspection Casing 13-3/8",L-80,72 PPF,BTC at PSB		1					
5	20-Des-20	Sunday	08.00-17.00	Stand Bay			1				
6	21-Des-20	Monday	08.00-17.00	Inspection Casing 13-3/8",L-80,72 PPF,BTC at PSB		1					
7	22-Des-20	Tuesday	08.00-17.00	Inspection Casing 13-3/8",L-80,72 PPF,BTC at PSB		1					
8	23-Des-20	Wednesday	-	Demob to Batam				1			
										1	1
										1	
	TOTAL					6 DAYS	1 DAYS	1 DAYS	-	-	0 HOURS

**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,

Petrus Harry



Reviewed by,

Supervisor

Approved by

Dept. Head

Verified by,

HR & Admin. Dept

ISP-F08-HR-01