## PT. INSPEKTINDO SINERGI PERSADA

PERSONAL WORKING TIME SHEET

Employee Name : RENAULT ADY SATRYA Employee ID Period Of : 21291 : 16 December 2022 - 20 January 2023



|    |           |           |                 |  |         |           | A        | ALLOWANCE |      |           |           |
|----|-----------|-----------|-----------------|--|---------|-----------|----------|-----------|------|-----------|-----------|
| NO | DATE      | DAY       | WORKING<br>TIME | DETAIL JOB DESCRIPTION   | ONSHORE |           | OFFSHORE | MOB /     | MEAL | TRANSPORT | OVER TIME |
|    |           |           |                 |  | DAYTRIP | OVERNIGHT | OFFSHORE | DEMOB     | WEAL | TRANSPORT | (HOUR/S)  |
| 1  | 16-Des-22 | Friday    | 05:30 - 18:00   | Pick up Auditor Yani from jetty senipah take to PHM handii, from mess handii anter Team Handii to handii base, take the NPU team to jetty bravo 2,<br>Collect report from inspector, checking report, make master sumamry at mess handii   |         | 1         |          |           |      |           | 0,5       |
| 2  | 17-Des-22 | Saturday  | 06:00 - 18:00   | Construction information of the set of the s |         | 1         |          |           |      |           |           |
| 3  |           |           | 05:00 - 19:00   | Pick up Auditor Yani from PHM handil take it to jetty senipah, from mess handil anter Team Handil to handil base, Collect report from inspector,   |         |           |          |           |      |           |           |
| 3  | 18-Des-22 | Sunday    | 05:00 - 19:00   | checking report, make master sumamry at mess handii, pick up the handii team from handii base take it to the handii mess, Pick up Auditor Yani from<br>ietty seninah take to PHM handii  |         | 1         |          |           |      |           | 2         |
| 4  | 19-Des-22 | Monday    | 05:30 - 18:00   | grab Documents & Tool team SPU in jetty bravo 2 handil, from mess handil anter Team Handil to handil base. Collect report from inspector, checking<br>report, make master sumamry at mess handil, pick up the handil team from handil base take it to the handil mess.   |         | 1         |          |           |      |           | 0,5       |
| 5  | 20-Des-22 | Tuesday   | 06:00 - 18:00   | from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the<br>handil team from handil base take it to the handil mess.   |         | 1         |          |           |      |           |           |
| 6  | 21-Des-22 | Wednesday | 06:00 - 18:00   | from mess handil anter Team Handil to handil base, delivery of Suhardi & Reza from handil to Jetty bravo 2 handil 2, Pick up team NPU Deny & Nico<br>Jetty bravo 2 handil 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the handil team from handil base  |         | 1         |          |           |      |           |           |
|    |           | ,         |                 | from mess handil anter Team Handil to handil base, Pick up team SPU Yulius & Ermawan Jetty bravo 2 handil 2, Yulius & Ermawan antigen at handil 3  |         | -         |          |           |      |           |           |
| 7  | 22-Des-22 | Thursday  | 06:00 - 18:00   | clinic, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the handil team from handil base take it to the<br>handil mess.  |         | 1         |          |           |      |           |           |
| 8  | 23-Des-22 | Friday    | 06:00 - 18:00   | from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the<br>handil team from handil base take it to the handil mess.   |         | 1         |          |           |      |           |           |
| 9  | 24-Des-22 | Saturday  | 06:00 - 18:00   | from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the<br>handil team from handil base take it to the handil mess.   |         | 1         |          |           |      |           |           |
| 10 | 25-Des-22 | Sunday    | 06:00 - 18:00   | from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the<br>bandil ream from handil base take it to the bandil mess  |         | 1         |          |           |      |           |           |
|    | 26-Des-22 |           | 06:00 - 23:00   | from mess handil anter Team Handil to handil base, delivered Ermawan PCR in senipah, Collect report from inspector, checking report, make master   |         | 1         |          |           |      |           | 5         |
| 11 |           | Monday    |                 | sumamry at mess handil, pick up the handil team from handil base take it to the handil mess, from the Handil mess Between the Yani Auditor Team to<br>the Balikpapan PHKT mess, from Handil Antar Deny & Nico PCR mess in siloam Balikpapan.   |         |           |          |           |      |           |           |
| 12 | 27-Des-22 | Tuesday   | 06:00 - 18:00   | from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the   |         | 1         |          |           |      |           |           |
|    |           |           |                 | handil team from handil base take it to the handil mess.<br>from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the   |         |           |          |           | -    |           |           |
| 13 | 28-Des-22 | Wednesday | 06:00 - 18:00   | Handliteam from make to make to make the second sec |         | 1         |          |           |      |           |           |
| 14 | 29-Des-22 | Thursday  | 06:00 - 18:00   | from mess nanoii anter team nanoii to nanoii oase, collect report from inspector, checking report, make master sumamry at mess nanoii, pick up the<br>handil team from handil base take it to the handil mess.   |         | 1         |          |           |      |           |           |
| 15 | 30-Des-22 | Friday    | 06:00 - 22:00   | from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the<br>handil team from handil base take it to the handil mess, from mess handil anter Yulius to balikpapan for sick rest.  |         | 1         |          |           |      |           | 4         |
| 16 | 31-Des-22 | Saturday  | 06:00 - 18:00   | from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the<br>handil team from handil base take it to the handil mess.   |         | 1         |          |           |      |           |           |
| 17 | 01-Jan-23 | Sunday    | 06:00 - 18:00   | from mess handii anter Team Handii to handii base, Collect report from inspector, checking report, make master sumamry at mess handii, pick up the<br>handii team from handii base take it to the handii mess.   |         | 1         |          |           |      |           |           |
| 18 | 02-Jan-23 | Monday    | 06:00 - 18:00   | from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the   |         | 1         |          |           |      |           |           |
| 19 | 03-Jan-23 | Tuesday   | 06:00 - 18:00   | handil team from handil base take it to the handil mess.<br>from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pfrom mess  |         | 1         |          |           |      |           |           |
| 20 | 04-lan-23 |           | 06:00 - 18:00   | Handil Antar Yulius & Ermawan PCR in siloam Balikoapan.<br>from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the  |         | 1         |          |           |      |           |           |
| 20 | 04-Jan-23 | Wednesday | 00.00 - 18.00   | handil team from handil base take it to the handil mess.   |         | 1         |          |           |      |           |           |
| 21 | 05-Jan-23 | Thursday  | 06:00 - 23:00   | from mess handil anter Team Handil to handil base, from the SPU Team anter mess to the bravo 2-handil jetty, Collect report from inspector, checking<br>report, make master sumamry at mess handil, pick up the handil team from handil base take it to the handil mess, from handil pick up BKP Team from<br>mess senipal delivery to Balikpapan, from mess handil to FOIP grab stock cunsumable for mess Sanipah and handii.   |         | 1         |          |           |      |           | 5         |
| 22 | 06-Jan-23 | Friday    | 06:00 - 18:00   | from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the<br>handil ream from handil base take it to the handil mess  |         | 1         |          |           |      |           |           |
| 23 | 07-Jan-23 | Saturday  | 06:00 - 18:00   | from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the   |         | 1         |          |           |      |           |           |
| 24 | 08-lan-23 | Sunday    | 06:00 - 18:00   | handil team from handil base take it to the handil mess.<br>from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the   |         | 1         |          |           |      |           |           |
| 25 | 09-Jan-23 | Monday    | 06:00 - 18:00   | handil team from handil base take it to the handil mess.<br>from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the   |         | 1         |          |           |      |           |           |
|    |           |           |                 | handil team from handil base take it to the handil mess.<br>from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the   |         |           |          |           |      |           |           |
| 26 | 10-Jan-23 | Tuesday   | 06:00 - 18:00   | handil team from handil base take it to the handil mess.   |         | 1         |          |           |      |           |           |
| 27 | 11-Jan-23 | Wednesday | 06:00 - 18:00   | from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the<br>handil team from handil base take it to the handil mess.   |         | 1         |          |           |      |           |           |
| 28 | 12-Jan-23 | Thursday  | 06:00 - 18:00   | from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the<br>handil team from handil base take it to the handil mess.   |         | 1         |          |           |      |           |           |
| 29 | 13-Jan-23 | Friday    | 06:00 - 18:00   | from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the<br>handil team from handil base take it to the handil mess.   |         | 1         |          |           |      |           |           |
| 30 | 14-Jan-23 | Saturday  | 06:00 - 18:00   | International model based users to the classification mess.<br>from mess handl anter Team Handl to handl base, pick up documents in jetty bravo 2, Collect report from inspector, checking report, make master<br>summary at mess handl, pick up the handli team from handli base take it to the handli mess.  |         | 1         |          |           |      |           |           |
| 31 | 15-Jan-23 | Sunday    | 06:00 - 20:30   | from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, support the<br>PHKT team, Mr. Nana & Andri Trieka pick up from Pendingin to Balikpapan, sending Documents to FOIP Balikpapan.   |         | 1         |          |           |      |           | 2,5       |
| 32 | 16-Jan-23 | Monday    | 06:00 - 18:00   | from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the   |         | 1         |          |           |      |           |           |
| 33 | 17-Jan-23 | Tuesday   | 05:00 - 19:00   | handli team from handli base take it to the handli mess.<br>Support Yayan Autolitor Team from PMM handli to jetty Senipah, from mess handli anter Team Handli to handli base, Collect report from inspector,<br>checking report, make master sumamy at mess handli, pick up the handli team from handli base take it to the handli mess, pick up Wahld from mess   |         | 1         |          |           |      |           | 2         |
| 34 | 18-Jan-23 | Wednesday | 06:00 - 19:00   | seninah take to mess handil<br>from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the<br>handil team from handil base take it to the handil mess, from handil pick up auditor in jetty senipah take to PHM handil 2.   |         | 1         |          |           |      |           | 1         |
| 35 | 19-Jan-23 | Thursday  | 06:00 - 18:00   | from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the   |         | 1         |          |           |      |           |           |
| 36 | 20-Jan-23 |           | 06:00 - 18:00   | handil team from handil base take it to the handil mess.<br>from mess handil anter Team Handil to handil base, Collect report from inspector, checking report, make master sumamry at mess handil, pick up the   |         |           |          |           |      |           |           |
| 36 | 20-Jan-23 | Friday    | u6:00 - 18:00   | handil team from handil base take it to the handil mess. TOTAL   |         | 1 36      |          |           |      |           | 22,5      |

NOTES :

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



Reviewed by Juli Purwanto Supervisor

Verified by, Approved by

HR & Admin. Dept

Dept. Head

ISP-F05-HR-01