

PT. INSPEKTINDO SINERGI PERSADA
PERSONAL WORKING TIME SHEET




Employee Name	: RENAULT ADY SATRYA
Employee ID	: 21291
Period Of	: 21 February - 20 Maret 2023

NO	DATE	DAY	WORKING TIME	DETAIL JOB DESCRIPTION	ALLOWANCE						
					ONSHORE		OFFSHORE	MOB / DEMOB	MEAL	TRANSPORT	OVER TIME (HOUR/S)
					DAYTRIP	OVERNIGHT					
1	21-Feb-23	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 handil team from handil base take it to the handil mess.		1					
2	22-Feb-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 handil team from handil base take it to the handil mess.		1					
3	23-Feb-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 handil team from handil base take it to the handil mess.		1					
4	24-Feb-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 handil team from handil base take it to the handil mess.		1					
5	25-Feb-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 handil team from handil base take it to the handil mess.		1					
6	26-Feb-23	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 handil team from handil base take it to the handil mess.		1					
7	27-Feb-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 handil team from handil base take it to the handil mess.		1					
8	28-Feb-23	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 handil team from handil base take it to the handil mess.		1					
9	01-Mar-23	Wednesday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil, mobilisasi HCA Team from Handil mess to POIF Balikpapan Office.		1					
10	07-Mar-23	Tuesday	06:00 - 20:00	from mess Senipah anter Team SPS to Jetty Senipah, Collect report from inspector, checking report, make master sumamry at mess Senipah, pick up SPS team from Jetty Senipah take it to the Senipah mess, Pick up auditor at Jetty Senipah take to PHM Handil, send tools and materials to Pendingin PHKT.		1					2
11	08-Mar-23	Wednesday	06:00 - 18:00	from mess Senipah anter Team SPS to Jetty Senipah, Collect report from inspector, checking report, make master sumamry at mess Senipah, pick up SPS team from Jetty Senipah take it to the Senipah mess.		1					
12	09-Mar-23	Thursday	06:00 - 18:00	from mess Senipah anter Team SPS to Jetty Senipah, Collect report from inspector, checking report, make master sumamry at mess Senipah, pick up SPS team from Jetty Senipah take it to the Senipah mess.		1					
13	10-Mar-23	Friday	06:00 - 18:00	from mess Senipah anter Team SPS to Jetty Senipah, Collect report from inspector, checking report, make master sumamry at mess Senipah, pick up SPS team from Jetty Senipah take it to the Senipah mess.		1					
14	11-Mar-23	Saturday	06:00 - 18:00	from mess Senipah anter Team SPS to Jetty Senipah, pick up Andri in mess Handil take to the Muara Kembang Logindo, Collect report from inspector, checking report, make master sumamry at mess Senipah, pick up the NPU team at Jetty bravo 2 Handil take to Balikpapan mess perusda, pick up SPS team from Jetty Senipah take it to the Senipah mess.		1					
15	12-Mar-23	Sunday	06:00 - 18:00	from mess Senipah anter Team SPS to Jetty Senipah, Collect report from inspector, checking report, make master sumamry at mess Senipah, pick up SPS team from Jetty Senipah take it to the Senipah mess.		1					
16	13-Mar-23	Monday	06:00 - 18:00	from mess Senipah anter Team SPS to Jetty Senipah, Collect report from inspector, checking report, make master sumamry at mess Senipah, pick up SPS team from Jetty Senipah take it to the Senipah mess.		1					
17	14-Mar-23	Tuesday	06:00 - 18:00	from mess Senipah anter Team SPS to Jetty Senipah, Collect report from inspector, checking report, make master sumamry at mess Senipah, pick up SPS team from Jetty Senipah take it to the Senipah mess.		1					
18	15-Mar-23	Wednesday	06:00 - 20:00	from mess Senipah anter Team SPS to Jetty Senipah, Collect report from inspector, checking report, make master sumamry at mess Senipah, pick up SPS team from Jetty Senipah take it to the Senipah mess, Pick up auditor at Sepinggian antigen airport at PHM clinic Jalan A yani after that inspection in Halliburton completed further inspection to PHM Handil, Pick up Andri Trieka directly at Muara Kembang take it to the Handil mess.		1					2
19	16-Mar-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 handil team from handil base take it to the handil mess.		1					
20	17-Mar-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 handil team from handil base take it to the handil mess.		1					
21	18-Mar-23	Saturday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil, mobilisasi SPS Team from Senipah to POIF Balikpapan Office.		1					
TOTAL						21					4

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,

Juli Purwanto
Supervisor

Approved by

Dept. Head

Verified by,

HR & Admin. Dept