

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



Employee Name : RENAULT ADY SATRYA  
 Employee ID : 21291  
 Period Of : 21 agustus - 20 september 2021

NO	DATE	DAY	WORKING TIME	DETAIL JOB DESCRIPTION	ALLOWANCE						
					ONSHORE		OFFSHORE	MOB / DEMOB	MEAL	TRANSPORT	OVER TIME (HOUR/S)
					DAYTRIP	OVERNIGHT					
1	21-Agu-21	saturday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
2	22-Agu-21	sunday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
3	23-Agu-21	monday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
4	24-Agu-21	tuesday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
5	25-Agu-21	wednesday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
6	26-Agu-21	thursday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
7	27-Agu-21	friday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
8	28-Agu-21	saturday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
9	29-Agu-21	sunday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
10	30-Agu-21	monday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
11	31-Agu-21	tuesday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
12	01-Sep-21	wednesday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
13	02-Sep-21	thursday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
14	03-Sep-21	friday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
15	04-Sep-21	saturday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
16	05-Sep-21	sunday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
17	06-Sep-21	monday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
18	07-Sep-21	tuesday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
19	08-Sep-21	wednesday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
20	09-Sep-21	thursday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
21	10-Sep-21	friday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
22	11-Sep-21	saturday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
23	12-Sep-21	sunday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
24	13-Sep-21	monday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
25	14-Sep-21	tuesday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
26	15-Sep-21	wednesday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
27	16-Sep-21	thursday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
28	17-Sep-21	friday	06:00 - 18:00	Collect report from inspector, checking report, make master sumamry at mess handil		1					
29	18-Sep-21	saturday	06:00 - 18:00	Off Day							
30	19-Sep-21	sunday	06:00 - 18:00	Off Day							
31	20-Sep-21	monday	06:00 - 18:00	Off Day							
<b>TOTAL</b>						28					

- 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  
 Empl. Name

Reviewed by,

  
 Pambudhi Kristyanto  
 Supervisor

Approved by

Dept. Head

Verified by,

HR & Admin. Dept