

PT. INSPEKTINDO SINERGI PERSADA

PERSONAL WORKING TIME SHEET



Employee Name	: Efraim Sulistia Subandi
Employee ID	: 20243
Period Of	: 21 february 2020 - 04 Maret 2021

NO	DATE	DAY	WORKING TIME	DETAIL JOB DESCRIPTION	ALLOWANCE						
					ONSHORE		OFFSHORE	MOB / DEMOB	MEAL	TRANSPORT	OVER TIME (HOUR/S)
					DAYTRIP	OVERNIGHT					
1	21-Feb-21	Sunday	06.00 - 18.00	Support Driver And Admin For PHM Lifting Campaign Project at Handil		1					
2	22-Feb-21	Monday	06.00 - 20.00	Support Driver And Admin For PHM Lifting Campaign Project at Handil							3
3	23-Feb-21	Tuesday	06.00 - 20.00	Support Driver And Admin For PHM Lifting Campaign Project at Handil							3
4	24-Feb-21	Wednesday	06.00 - 20.00	Support Driver And Admin For PHM Lifting Campaign Project at Handil							3
5	25-Feb-21	Thursday	06.00 - 18.00	OFF							
6	26-Feb-21	Friday	06.00 - 20.00	Support Driver And Admin For PHM Lifting Campaign Project at Handil							3
7	27-Feb-21	Saturday	06.00 - 18.00	Support Driver And Admin For PHM Lifting Campaign Project at Handil		1					
8	28-Feb-21	Sunday	06.00 - 18.00	Support Driver And Admin For PHM Lifting Campaign Project at Handil		1					
9	01-Mar-21	Monday	06.00 - 20.00	Support Driver And Admin For PHM Lifting Campaign Project at Handil							3
10	02-Mar-21	Tuesday	06.00 - 20.00	Support Driver And Admin For PHM Lifting Campaign Project at Handil							3
11	03-Mar-21	Wednesday	06.00 - 20.00	Support Driver And Admin For PHM Lifting Campaign Project at Handil							3
12	04-Mar-21	Thursday	06.00 - 20.00	Support Driver And Admin For PHM Lifting Campaign Project at Handil							
TOTAL											21

- 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, 
 Efraim S.S
 Empl. Name

Reviewed by, 
 LEO RANTE
 Supervisor

Approved by _____
 Dept. Head

Verified by, _____
 HR & Admin. Dept