

PT. INSPEKTINDO SINERGI PERSADA  
PERSONAL WORKING TIME SHEET



Employee Name : RENAULT ADY SATRYA  
Employee ID : 21291  
Period Of : 21 mei 2021 - 20 juni 2021

NO	DATE	DAY	WORKING TIME	DETAIL JOB DESCRIPTION	ALLOWANCE						
					ONSHORE		OFFSHORE	MOB / DEMOB	MEAL	TRANSPORT	OVER TIME (HOUR/S)
					DAYTRIP	OVERNIGHT					
1	21-Mei-20	friday	08:00 - 17:00	work at office							
2	22-Mei-20	saturday	-								
3	23-Mei-20	sunday	-								
4	24-Mei-20	monday	08:00 - 17:00	work at office							
5	25-Mei-20	tuesday	08:00 - 17:00	work at office							
6	26-Mei-20	wednesday	-								
7	27-Mei-20	thursday	08:00 - 17:00	work at office							
8	28-Mei-20	friday	08:00 - 17:00	work at office							
9	29-Mei-20	saturday	-								
10	30-Mei-20	sunday	-								
11	31-Mei-20	monday	08:00 - 18:30	Antar Toolbox team handil ke mess handil							1
12	01-Jun-20	tuesday	08:00 - 20:00	Persiapan consumable at projek PHM, Antar team HDL dan CPA beserta tool ke mess handil					1		
13	02-Jun-20	wednesday	06:00 - 18:00	anter time CPA ke jetty bravo2, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim CPA, jemput arifin dari senipah ke mess handil					1		
14	03-Jun-20	thursday	06:00 - 18:00	anter time CPA dan SPU ke jetty bravo2, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim CPA					1		
15	04-Jun-20	friday	06:00 - 18:00	anter time CPA ke jetty bravo2, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim CPA					1		
16	05-Jun-20	saturday	06:00 - 18:00	anter time CPA jetty, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim CPA					1		
17	06-Jun-20	sunday	06:00 - 18:00	anter time CPA jetty, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim CPA					1		
18	07-Jun-20	monday	06:00 - 18:00	anter time CPA ke jetty bravo2, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim CPA					1		
19	08-Jun-20	tuesday	06:00 - 18:00	anter time CPA ke jetty bravo2, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim CPA					1		
20	09-Jun-20	wednesday	06:00 - 18:00	anter time CPA ke jetty bravo2, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim CPA					1		
21	10-Jun-20	thursday	06:00 - 21:00	anter time HDL ke base 2, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim HDL, ambil stock konsumable ke Balikpapan untuk mes handil					1		
22	11-Jun-20	friday	06:00 - 18:00	anter time HDL ke base 2, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim HDL					1		
23	12-Jun-20	saturday	06:00 - 18:00	anter time HDL ke base 2, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim HDL					1		
24	13-Jun-20	sunday	06:00 - 18:00	anter time HDL ke base 2, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim HDL					1		
25	14-Jun-20	monday	06:00 - 18:00	anter time HDL ke base 2, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim HDL					1		
26	15-Jun-20	tuesday	06:00 - 18:00	anter time HDL ke base 2, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim HDL					1		
27	16-Jun-20	wednesday	06:00 - 18:00	anter time HDL, anter tim NPU ke jetty bravo2, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim HDL					1		
28	17-Jun-20	thursday	06:00 - 18:00	anter time HDL ke base 2, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim HDL					1		
29	18-Jun-20	friday	06:00 - 18:00	anter time HDL ke base 2, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim HDL					1		
30	19-Jun-20	saturday	06:00 - 18:00	anter time HDL ke base 2, anter tim CPA ke jetty bravo 2, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim HDL dan cpa					1		
31	20-Jun-20	sunday	06:00 - 18:00	anter time HDL ke base 2, anter tim CPA ke jetty bravo 2, Collect report from inspector, checking report, make master sumamry at mess handil, jemput tim HDL dan cpa					1		
<b>TOTAL</b>											1

- 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 ADY SATRYA  
Empl. Name

Reviewed by,  
  
LEO RANTE  
Supervisor

Approved by  
  
Dept. Head

Verified by,  
  
HR & Admin. Dept