PT. INSPEKTINDO SINERGI PERSADA PERSONAL WORKING TIME SHEET

 Employee Name
 : RENAULT ADY SATRYA

 Employee ID
 : 21291

 Period Of
 : 16 December 2021 - 20 January 2022



					ALLOWANCE						
NO	DATE	DAY	WORKING	DETAIL JOB DESCRIPTION	ONS	HORE		MOB /			OVER TIME
NO	DAIL	DAI	TIME	DETAIL JOB DESCRIPTION	DAYTRIP	OVERNIGHT	OFFSHORE	DEMOB	MEAL	TRANSPORT	(HOUR/S)
1	16-Des-21	Thursday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
2	17-Des-21	Friday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
3	18-Des-21	Saturday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
4	19-Des-21	Sunday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handii team to handii base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
5	20-Des-21	Monday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handii team to handii base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handii team to handii base 2		1					
6	21-Des-21	Tuesday	06:00 - 18:00	d CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess dil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
7	22-Des-21	Wednesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
8	23-Des-21	Thursday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
9	24-Des-21	Friday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handii team to handii base 2, Collect report from inspector, checking report, make master sumamry at mess handii, pick up CPA team to jetty bravo 2 and Handii team to handii base 2		1					
10	25-Des-21	Saturday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
11	26-Des-21	Sunday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
12	27-Des-21	Monday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
13	28-Des-21	Tuesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
14	29-Des-21	Wednesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
15	30-Des-21	Thursday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
16	31-Des-21	Friday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, pick up the CPU team at jetty bravo 2 anter from Handil to Balikpapan, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
17	01-Jan-22	Saturday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil. pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
18	02-Jan-22	Sunday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
19	03-Jan-22	Monday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
20	04-Jan-22	Tuesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
21	05-Jan-22	Wednesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
22	06-Jan-22	Thursday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
23	07-Jan-22	Friday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
24	08-Jan-22	Saturday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
25	09-Jan-22	Sunday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handii team to handii base 2, Pick up the HCA team (Andi aan and Subhan Rizky) from Balikpapan and bring them to the handii mess, Collect report from inspector, checking report, make master sumamry at mess handii, pick up CPA team to jetty bravo 2 and Handii team to handii base 2		1					4
26	10-Jan-22	Monday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil. Joik up CPA team to jetty bravo 2 and Handil team to handil base 2.		1					1,5
27	11-Jan-22	Tuesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, from mess handil pick up Aripin's NPU team, Deny/Swargi CPU team from Balikpapan and from Balikpapan bring them to Handil's mess, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					5
28	12-Jan-22	Wednesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handi team to handi base 2, pick up the NPU team Andri/Nico at JETTY BRAVO 2, Anter the Aripin/Agus NPU team at JETTY BRAVO 2, Anter tim CPU Deny/Swargi di JETTY BRAVO 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
29	13-Jan-22	Thursday	06:00 - 18:00	mess randur, pick by CFA team to jetty bravo 2 and Handii team to handii base 2. send CFA team to jetty bravo 2 and Handii team to handii base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CFA team to jetty bravo 2 and Handii team to handii base 2.		1					

PT. INSPEKTINDO SINERGI PERSADA PERSONAL WORKING TIME SHEET

: RENAULT ADY SATRYA Employee Name Employee ID : 21291 Period Of : 16 December 2021 - 20 January 2022



		DAY	WORKING				А	LLOWANC	E		
NO	DATE			DETAIL JOB DESCRIPTION	ONSHORE			МОВ /			OVER TIME
	2/112	2	TIME		DAYTRIP	OVERNIGHT	OFFSHORE	DEMOB	MEAL	TRANSPORT	(HOUR/S)
30	14-Jan-22	Friday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handii team to handii base 2, Collect report from inspector, checking report, make master sumamry at mess handii, pick up CPA team to jetty bravo 2 and Handii team to handii base 2		1					
31	15-Jan-22	Saturday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handii team to handii base 2, Collect report from inspector, checking report, make master sumamry at mess handii, pick up CPA team to jetty bravo 2 and Handii team to handii base 2		1					
32	16-Jan-22	Sunday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
33	17-Jan-22	Monday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
34	18-Jan-22	Tuesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handil team to handil base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handil team to handil base 2		1					
35	19-Jan-22	Wednesday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handii team to handii base 2, Collect report from inspector, checking report, make master sumamry at mess handil, pick up CPA team to jetty bravo 2 and Handii team to handii base 2		1					
36	20-Jan-22	Thursday	06:00 - 18:00	send CPA team to jetty bravo 2 and Handii team to handii base 2, Collect report from inspector, checking report, make master sumamry at mess handii, pick up CPA team to jetty bravo 2 and Handii team to handii base 2		1					
				TOTAL		36					11

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 Verified by, Dept. Head HR & Admin. Dept

ISP-F05-HR-01

OVER TIME FORM



Emp.		Tir	ne			Payroll	use only	
No.	Name Of Employee	Start	Finish	Description	X 1.5	X 2	X 3	X 4
21291	Renault	18.00	22.00					
				from handil pick up the HCA team and the				
				toolbox in Balikpapan, from behind the				
				HCA team they go to Handil's mess				
Proposed by	,			Approved by,		Acknowl	edged by,	I
(Renault)			(De	partment Head)		(HR Dep	artment)	
				SP-F06-HR-01		_		į
-	ı & Testing Monday / 10 Jan 2022		<u>ov</u>		PT INSPER			;
ay / Date : Emp.	Monday / 10 Jan 2022		OV	ER TIME FORM		Payroll	use only	
ay / Date: Emp. No.	Monday / 10 Jan 2022 Name Of Employee	Start	OV me Finish		PT INSPER			X 4
ay / Date : Emp.	Monday / 10 Jan 2022		OV	ER TIME FORM		Payroll	use only	x 4
ay / Date: Emp. No.	Monday / 10 Jan 2022 Name Of Employee	Start	OV me Finish	ER TIME FORM		Payroll	use only	X 4
ay / Date: Emp. No.	Monday / 10 Jan 2022 Name Of Employee	Start	OV me Finish	ER TIME FORM Description		Payroll	use only	X 4
ay / Date: Emp. No.	Monday / 10 Jan 2022 Name Of Employee	Start	OV me Finish	ER TIME FORM Description support audit team, from mess handil to POB main gate handil base, take Mr. yani's		Payroll	use only	X 4
ay / Date: Emp. No.	Monday / 10 Jan 2022 Name Of Employee Renault	Start	OV Finish 20.30	ER TIME FORM Description support audit team, from mess handil to POB main gate handil base, take Mr. yani's		Payroll X 2	use only	X 4
ay / Date : Emp. No. 21291	Monday / 10 Jan 2022 Name Of Employee Renault	Start	OV Finish 20.30	ER TIME FORM Description support audit team, from mess handil to POB main gate handil base, take Mr. yani's PPE to take to the senipah mess		Payroll X 2	use only X 3	X 4

OVER TIME FORM



Dept : Inspection & Testing Day / Date : Thusday / 11 Jan 2022

Emp.	Name Of Employee	Ti	me			Payroll	use only		
No.		Start	Finish	Description	X 1.5	X 2	X 3	X 4	
21291	Renault	18.00	23.00						
				From mess handil, pick up the CPU and NPU					
		_		team from Balikpapan, pick up tools and cunsumables at FOIP Balikpapan and go					
				straight to mess handil					
Proposed by,				Approved by,		Acknowl	edged by,		
(A)									
(Renault)			(De	partment Head)		(HR Dep	artment)		
				SP-F06-HR-01					