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|----------------|-----------------------------|----|----------|----|--------------|----------|-----------------------|
| Employee name: | Raja Muhammad Irfan         |    |          |    |              |          | Daily Attendance Form |
| Job Title:     | Forklift/Warehouse Operator |    |          |    |              |          |                       |
| Date           | Time in                     | hr | Time Out | hr | Working time | Overtime | Remarks               |
| 1-Mar-23       | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 2-Mar-23       | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 3-Mar-23       | 0:00                        | hr | 0:00     | hr | 0:00:00      |          |                       |
| 4-Mar-23       | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 5-Mar-23       | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 6-Mar-23       | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 7-Mar-23       | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 8-Mar-23       | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 9-Mar-23       | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 10-Mar-23      | 0:00                        | hr | 0:00     | hr | 0:00:00      |          |                       |
| 11-Mar-23      | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 12-Mar-23      | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 13-Mar-23      | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 14-Mar-23      | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 15-Mar-23      | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 16-Mar-23      | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 17-Mar-23      | 0:00                        | hr | 0:00     | hr | 0:00:00      |          |                       |
| 18-Mar-23      | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 19-Mar-23      | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 20-Mar-23      | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 21-Mar-23      | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 22-Mar-23      | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 23-Mar-23      | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 24-Mar-23      | 0:00                        | hr | 0:00     | hr | 0:00:00      |          |                       |
| 25-Mar-23      | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 26-Mar-23      | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 27-Mar-23      | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 28-Mar-23      | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 29-Mar-23      | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 30-Mar-23      | 8:00                        | hr | 17:00    | hr | 9:00:00      |          | Per Diam              |
| 31-Mar-23      | 0:00                        | hr | 0:00     | hr | 0:00:00      |          |                       |

|                    |           |                      |
|--------------------|-----------|----------------------|
| Worked Hours       | 234:00:00 | 0:00:00              |
| Employee Signature | 26 Days   | Supervisor Signature |