



**YOUR COMPANY NAME HERE**

LOCATION HERE

ADDRESS HERE

CONTACT HERE

**EMPLOYEE TIME SHEET**

Employee Name : AGYEKUM Mercy

Staff Num. : 168

Department : Kitchen

From : Wednesday 01 August, 2012

To: Friday 31 August, 2012

Date	Shift	First In	Last Out	Late (Hrs)	Total (Hrs)		
02/08/2012	8AM - 5PM	07:23:06 AM	00:01:25 AM	00 hr 00 min	15 hr 38 min		
03/08/2012	8AM - 5PM	07:49:55 AM	17:13:19 PM	00 hr 00 min	08 hr 23 min		
04/08/2012	6AM - 3PM	07:37:29 AM	17:35:27 PM	01 hr 37 min	08 hr 57 min		
05/08/2012	6AM - 3PM	06:47:33 AM	17:35:10 PM	00 hr 48 min	09 hr 47 min	Total # of Days (Weekday) :	9
06/08/2012	6AM - 3PM	07:23:54 AM	17:24:23 PM	01 hr 24 min	09 hr 00 min	Total # of Days (Weekend) :	8
07/08/2012	6AM - 3PM	07:43:55 AM	17:18:06 PM	01 hr 44 min	08 hr 34 min	Total :	<u>17</u>
09/08/2012	6AM - 3PM	07:42:54 AM	17:24:37 PM	01 hr 43 min	08 hr 41 min		
11/08/2012	2PM - 10PM	14:24:50 PM	23:49:20 PM	00 hr 25 min	08 hr 24 min		
12/08/2012	2PM - 10PM	14:18:15 PM	23:25:35 PM	00 hr 18 min	08 hr 07 min	Total Hours :	144 hr 46 min
13/08/2012	2PM - 10PM	14:24:49 PM	23:55:02 PM	00 hr 25 min	08 hr 30 min	Late Hours :	12 hr 42 min
18/08/2012	2PM - 10PM	14:09:18 PM	00:17:25 AM	00 hr 09 min	09 hr 08 min		
19/08/2012	2PM - 10PM	14:17:23 PM	00:05:58 AM	00 hr 17 min	08 hr 48 min	Total Overtime :	10 hr 23 min
20/08/2012	2PM - 10PM	15:17:20 PM	00:00:02 AM	01 hr 17 min	07 hr 42 min	Total Approved Overtime :	09 hr 22 min
21/08/2012	2PM - 10PM	14:29:48 PM	23:56:21 PM	00 hr 30 min	08 hr 26 min		
22/08/2012	2PM - 10PM	14:29:12 PM	23:45:46 PM	00 hr 29 min	08 hr 16 min		
25/08/2012	2PM - 10PM	14:39:27 PM	23:57:36 PM	00 hr 39 min	08 hr 18 min		
26/08/2012	2PM - 10PM	14:56:16 PM	ATTN.	00 hr 56 min	00 hr 00 min		