



TIME SHEET

Employee No.: 2647 Name: Pappula Machara Rao Month & Year: May & 2007

Phone Number: Office: 64262392 Mobile: 82689724

Client Name: Citi Bank Manager's Name: Krishnakumar Pazore

Date	# of hours worked	Date	# of hours worked	Date	# of hours worked	Date	# of hours worked	Date	# of hours worked
1	SA	8	10	15	SA	22	10	29	10
2	SU	9	10	16	SU	23	10	30	10
3	8	10	8	17	9	24	8		
4	8	11	9	18	8	25	10		
5	8	12	8	19	10	26	9		
6	8	13	9	20	9	27	10		
7	8	14	8	21	10	28	9		

Legend: SA : Saturday MC : Medical Leave
SU : Sunday AL : Annual Leave
PH : Public Holiday
SO : Shift off

Leaves Taken in the current month

#	Type of Leave (AL/MC)	From Date	To Date	# of days

P. Machara Rao 03/10/07

Employee's Signature & Date

Krishnakumar Pazore 5/10/2007

Manager's Signature & Date
Vice President

REMARKS (Change of address, any other relevant information)

Note: Please fill the time sheet accurately, **provide all the details asked for** and fax it to us at 65351334 latest by 3rd of each month. Time sheet must have been signed by the Project Manager.