



Attendance Report

March 2026
Mar 1, 2026 — Mar 31, 2026 · 22 working days in period

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Confidential

5
ACTIVE EMPLOYEES
with attendance records

59
TOTAL DAYS WORKED
across all employees

801.4
h
TOTAL HOURS LOGGED
punched-out sessions only

22
WORKING DAYS
Mon-Fri in period

Company-Wide Attendance Summary

#	EMPLOYEE	JOB TITLE	DAYS WORKED	TOTAL HOURS	AVG HRS/DAY	FIRS
1	Noor Rana	Virtual Assistant to Admin Managers	17	239.5 h	14.1 h	Ma 20
2	Rukhma Riaz	—	16	131.1 h	8.2 h	Ma 20
3	Abdullah Arshad	GHL Expert & Content Strategist	14	308.7 h	22.0 h	Ma 20
4	Maleeha Nadeem	Executive Assistant to CEO	8	58.4 h	7.3 h	Ma 20
5	Daniyal Sheraz	Automation Expert (Onboarding and Credentialing)	4	63.7 h	15.9 h	Ma 20
6	Owais Arif	—	—	0.0 h	0.0 h	—
7	Laiba Janjua	Project Manager	—	0.0 h	0.0 h	—

Daily Attendance Detail — Per Employee

<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="display: flex; align-items: center;"> <div style="background-color: #008080; color: white; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin-right: 5px;">NR</div> <div> <p>Noor Rana Virtual Assistant to Admin Managers</p> </div> </div> <div style="text-align: right;"> <p>17 Days 239.5 h Total 14.1 h Avg/Day</p> </div> </div>					
DATE	PUNCH IN	PUNCH OUT	HOURS	STATUS	TIMEZONE
Mon, Mar 2	07:23 PM	04:25 AM	9.0 h	Full	Asia/Karachi
Tue, Mar 3	11:01 PM	12:37 PM	13.6 h	Full	Asia/Karachi
Wed, Mar 4	07:21 PM	04:01 AM	8.7 h	Full	Asia/Karachi
Thu, Mar 5	07:14 PM	07:15 AM	12.0 h	Full	Asia/Karachi
Fri, Mar 6	07:33 PM	07:32 PM	72.0 h	Full	Asia/Karachi
Mon, Mar 9	07:32 PM	03:29 AM	8.0 h	Partial	Asia/Karachi
Tue, Mar 10	10:25 PM	06:00 AM	7.6 h	Partial	Asia/Karachi
Wed, Mar 11	07:19 PM	08:12 PM	9.9 h	Full	Asia/Karachi
Thu, Mar 12	07:44 PM	07:32 PM	8.8 h	Full	Asia/Karachi
Fri, Mar 13	10:58 AM	07:31 PM	8.6 h	Full	America/New_York
Mon, Mar 16	11:00 AM	08:50 PM	9.8 h	Full	America/New_York
Tue, Mar 17	10:06 AM	08:29 PM	10.4 h	Full	America/New_York
Wed, Mar 18	09:57 AM	07:17 PM	9.3 h	Full	America/New_York
Mon, Mar 23	06:35 PM	06:13 PM	23.6 h	Full	Asia/Karachi
Tue, Mar 24	06:13 PM	06:18 PM	9.1 h	Full	Asia/Karachi
Wed, Mar 25	09:14 AM	07:32 PM	10.3 h	Full	America/New_York
Thu, Mar 26	06:18 PM	06:11 PM	8.9 h	Full	Asia/Karachi



Rukhma Riaz

Employee

16
Days

131.1 h
Total

8.2 h
Avg/Day

DATE	PUNCH IN	PUNCH OUT	HOURS	STATUS	TIMEZONE
Mon, Mar 2	07:33 PM	03:34 AM	8.0 h	Full	Asia/Karachi
Tue, Mar 3	07:29 PM	03:32 AM	8.1 h	Full	Asia/Karachi
Wed, Mar 4	07:29 PM	04:12 AM	8.7 h	Full	Asia/Karachi
Thu, Mar 5	07:29 PM	03:42 AM	8.2 h	Full	Asia/Karachi
Fri, Mar 6	08:16 PM	03:34 AM	7.3 h	Partial	Asia/Karachi
Mon, Mar 9	07:25 PM	03:52 AM	8.4 h	Full	Asia/Karachi
Tue, Mar 10	07:25 PM	03:31 AM	8.1 h	Full	Asia/Karachi
Wed, Mar 11	07:33 PM	03:41 AM	8.1 h	Full	Asia/Karachi
Thu, Mar 12	08:21 PM	03:39 AM	7.3 h	Partial	Asia/Karachi
Fri, Mar 13	07:34 PM	03:35 AM	8.0 h	Full	Asia/Karachi
Mon, Mar 16	07:29 PM	03:33 AM	8.1 h	Full	Asia/Karachi
Tue, Mar 17	07:32 PM	03:32 AM	8.0 h	Full	Asia/Karachi
Wed, Mar 18	07:31 PM	03:31 AM	8.0 h	Full	Asia/Karachi
Mon, Mar 23	06:20 PM	03:01 AM	8.7 h	Full	Asia/Karachi
Wed, Mar 25	06:04 PM	03:00 AM	8.9 h	Full	Asia/Karachi
Thu, Mar 26	06:01 PM	03:05 AM	9.1 h	Full	Asia/Karachi



Abdullah Arshad

GHL Expert & Content Strategist

14
Days

308.7 h
Total

22.0 h
Avg/Day

DATE	PUNCH IN	PUNCH OUT	HOURS	STATUS	TIMEZONE
Mon, Mar 2	09:09 PM	03:52 AM	6.7 h	Partial	Asia/Karachi
Wed, Mar 4	09:37 PM	04:13 AM	6.6 h	Partial	Asia/Karachi
Fri, Mar 6	07:55 PM	08:45 PM	72.8 h	Full	Asia/Karachi
Mon, Mar 9	08:45 PM	03:33 AM	6.8 h	Partial	Asia/Karachi
Tue, Mar 10	08:22 PM	03:15 AM	6.9 h	Partial	Asia/Karachi
Wed, Mar 11	08:25 PM	03:56 AM	7.5 h	Partial	Asia/Karachi
Thu, Mar 12	10:01 PM	04:04 AM	6.0 h	Partial	Asia/Karachi
Mon, Mar 16	07:46 PM	03:49 AM	8.1 h	Full	Asia/Karachi
Tue, Mar 17	11:16 PM	03:44 AM	4.5 h	Partial	Asia/Karachi
Wed, Mar 18	09:41 PM	06:10 PM	116.5 h	Full	Asia/Karachi
Mon, Mar 23	06:11 PM	09:32 PM	27.4 h	Full	Asia/Karachi
Tue, Mar 24	09:33 PM	04:02 PM	6.5 h	Partial	Asia/Karachi
Wed, Mar 25	06:37 AM	07:09 PM	24.5 h	Full	America/Los_Angeles
Thu, Mar 26	07:10 PM	03:05 PM	7.9 h	Partial	Asia/Karachi



Maleeha Nadeem
Executive Assistant to CEO

8 Days **58.4 h** Total **7.3 h** Avg/Day

DATE	PUNCH IN	PUNCH OUT	HOURS	STATUS	TIMEZONE
Mon, Mar 2	07:21 PM	03:30 AM	8.2 h	Full	Asia/Karachi
Tue, Mar 3	07:00 PM	03:41 AM	8.7 h	Full	Asia/Karachi
Wed, Mar 4	07:01 PM	03:34 AM	8.6 h	Full	Asia/Karachi
Thu, Mar 5	07:12 PM	03:26 AM	8.2 h	Full	Asia/Karachi
Wed, Mar 11	07:10 PM	03:32 AM	8.4 h	Full	Asia/Karachi
Thu, Mar 12	07:00 PM	03:29 AM	8.5 h	Full	Asia/Karachi
Mon, Mar 16	07:35 PM	03:30 AM	7.9 h	Partial	Asia/Karachi
Mon, Mar 23	06:27 PM	06:27 PM	0.0 h	Short	Asia/Karachi



Daniyal Sheraz
Automation Expert (Onboarding and Credentialing)

4 Days **63.7 h** Total **15.9 h** Avg/Day

DATE	PUNCH IN	PUNCH OUT	HOURS	STATUS	TIMEZONE
Mon, Mar 2	09:04 PM	05:12 AM	8.1 h	Full	Asia/Karachi
Tue, Mar 3	07:16 PM	03:38 PM	20.4 h	Full	Asia/Karachi
Wed, Mar 4	07:55 PM	03:45 AM	7.8 h	Partial	Asia/Karachi
Mon, Mar 9	08:02 PM	11:25 PM	27.4 h	Full	Asia/Karachi