

Date 02.12.2002

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EMPLOYEES REGISTRATION

Name: Snejana Dimitrova Ikonomova	Department: Technical Service	
Period: 01/11/2002 – 30/11/2002	Card No 10253	Personal No 561126970

Date	Type	Working time	Start	End	Remarks
01/11/2002 Friday	PL	-	-	-	
02/11/2002 Saturday	H				
03/11/2002 Sunday	H				
04/11/2002 Monday	S	-	-	-	
05/11/2002 Tuesday	S	-	-	-	
06/11/2002 Wednesday	S	-	-	-	
07/11/2002 Thursday	FS	08:30 - 17:30	08:35 12:56	11:58 17:45	
08/11/2002 Friday	FS	08:30 - 17:30	08:25 13:03	12:05 17:28	
09/11/2002 Saturday	H				
10/11/2002 Sunday	H				
11/11/2002 Monday	SS OL SS	13:00 - 22:00 16:00 - 17:00 13:00 - 22:00	13:02 16:05* 17:02	16:05 17:02* 21:45	Official leave
12/11/2002 Tuesday	SS	13:00 - 22:00	12:57 20:05	19:01 22:10	
13/11/2002 Wednesday	FS	08:30 - 17:30	08:22	17:33	
14/11/2002 Thursday	FS	08:30 - 17:30	08:15	17:09	
15/11/2002 Friday	B	-	-	-	
16/11/2002 Saturday	H				
17/11/2002 Sunday	H				
18/11/2002 Monday	SS OL SS	13:00 - 22:00 15:30 - 16:00 13:00 - 22:00	13:04 15:32* 15:55	15:32 15:55* 21:22	Official leave
19/11/2002 Tuesday	SS	13:00 - 22:00	13:52	22:14	
20/11/2002 Wednesday	FS	08:30 - 17:30	08:33	17:42	
21/11/2002 Thursday	FS	08:30 - 17:30	08:25	** : **	No registration for End
22/11/2002 Friday	UL	-	-	-	
23/11/2002 Saturday	H				
24/11/2002 Sunday	H				
25/11/2002 Monday	SS	13:00 - 22:00	** : **	** : **	No registration for the day
26/11/2002 Tuesday	SS	13:00 - 22:00	** : **	** : **	No registration for the day
27/11/2002 Wednesday	FS	08:30 - 17:30	08:45	17:20*	Official registr. for End
28/11/2002 Thursday	FS	08:30 - 17:30	08:29	17:31	
29/11/2002 Friday	NS	22:00 - 07:00	22:02 03:28	02:58 07:11	
30/11/2002 Saturday	H				

Legend: FS – first shift H – holiday S – sick-leave OL – official leave
SS – second shift PL – paid leave M – maternity L – unauthorized leave
NS – night shift UL – unpaid leave B – business trip

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LATENESS AND EARLY LEAVE

Period: **01/11/2002 – 30/11/2002**

Department: **All**

01 November 2002

Name	Type	Working time	Lateness, incl. break	Early leave, incl. break	Total
Alexander Stefanov Penchev	FS	08:30 - 17:30	00:05	-	00:05
Anton Dimitrov Milanov	FS	08:30 - 17:30	00:10	00:01	00:11
Boris Tihonov Ivanov	FS	08:30 - 17:30	00:06	00:02	00:08
George Petrov Ivanov	SS	13:00 - 22:00	00:50	-	00:50
George Stoyanov Popov	SS	13:00 - 22:00	00:21	00:12	00:33
Gergana Vladimirova Dushanova	SS	13:00 - 22:00	00:04	00:06	00:10
Ivan Nikolov Stoyanov	FS	08:30 - 17:30	00:10	-	00:10
Ivanka Jordanova Todorova	NS	22:00 - 07:00	-	00:10	00:10
Kunka Dimitrova Petrova	NS	22:00 - 07:00	-	00:01	00:01
Lidia Veselinova Kondova	NS	22:00 - 07:00	-	00:30	00:30
Lora Dimitrova Ivanova	SS	13:00 - 22:00	00:13	00:11	00:24
Marin Ilchev Dermendjiev	FS	08:30 - 17:30	00:05	00:14	00:19
Michael Savov Lichev	SS	13:00 - 22:00	14:12	?	?
Peter Manchev Dobrev	SS	13:00 - 22:00	00:08	-	00:08
Peter Trenchev Jabov	FS	08:30 - 17:30	01:10	00:10	01:20
Rusi Ivanov Rusev	FS	08:30 - 17:30	-	00:10	00:10
Svetlana Ivanova Dimitrova	FS	08:30 - 17:30	00:03	00:04	00:07
Svetlana Milcheva Velcheva	NS	22:00 - 07:00	?	00:11	?
Valentin Georgiev Jekov	FS	08:30 - 17:30	00:15	-	00:18
Valeria Todorova Stefanova	SS	13:00 - 22:00	?	-	?
Zornica Vasileva Peicheva	SS	13:00 - 22:00	-	00:15	00:15
			Sum of hours for the day		06:12

04 November 2002

Name	Type	Working time	Lateness, incl. break	Early leave, incl. break	Total
Dimiter Stoyanov Kunchev	FS	08:30 - 17:30	00:06	00:11	00:17
George Petrov Ivanov	SS	13:00 - 22:00	00:10	00:20	00:30
Kostadin Petrov Velichkov	NS	22:00 - 07:00	00:10	00:06	00:16
Lora Dimitrova Ivanova	NS	27:00 - 06:00	00:10	-	00:10
Marin Ilchev Dermendjiev	FS	08:30 - 17:30	-	00:02	00:02
Peter Kirilov Abadjiev	FS	08:30 - 17:30	00:15	00:02	00:17
Todor Mihailov Kanchev	FS	08:30 - 17:30	00:11	00:12	00:23
Vasil Simov Dejanov	SS	13:00 - 22:00	00:09	00:20	00:29
Zornica Vasileva Peicheva	SS	13:00 - 22:00	-	00:15	00:15
			Sum of hours for the day		02:39

Legend:

FS – first shift
SS – second shift
NS – night shift

H – holiday
PL – paid leave
UL – unpaid leave

S – sick-leave
M – maternity
B – business trip

OL – official leave
L – unauthorized leave
? – no data

Date 02.12.2002

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LATENESS AND EARLY LEAVE

Period: **01/11/2002 – 30/11/2002**

Department: **Technical Service**

01 November 2002

Name	Type	Working time	Lateness, incl. break	Early leave, incl. break	Total
Ivan Nikolov Stoyanov	FS	08:30 - 17:30	00:10	-	00:10
Svetlana Ivanova Dimitrova	FS	08:30 - 17:30	00:03	00:04	00:07
Zornica Vasileva Peicheva	SS	13:00 - 22:00	-	00:15	00:15
			Sum of hours for the day		00:32

04 November 2002

Name	Type	Working time	Lateness, incl. break	Early leave, incl. break	Total
Dimiter Stoyanov Kunchev	FS	08:30 - 17:30	00:06	00:11	00:17
Kostadin Petrov Velichkov	NS	22:00 - 07:00	00:10	00:06	00:16
Lora Dimitrova Ivanova	NS	22:00 - 07:00	00:10	-	00:10
Peter Kirilov Abadjiev	FS	08:30 - 17:30	00:15	00:02	00:17
Vasil Simov Dejanov	SS	13:00 - 22:00	00:09	00:20	00:29
Zornica Vasileva Peicheva	SS	13:00 - 22:00	-	00:15	00:15
			Sum of hours for the day		03:44

05 November 2002

Name	Type	Working time	Lateness, incl. break	Early leave, incl. break	Total
Dimiter Stoyanov Kunchev	SS	13:00 - 22:00	00:10	00:10	00:20
			Sum of hours for the day		00:20

07 November 2002

Name	Type	Working time	Lateness, incl. break	Early leave, incl. break	Total
Ivan Gospodinov Marinov	SS	13:00 - 22:00	00:12	00:10	00:22
Snejana Dimitrova Ikonomova	FS	08:30 - 17:30	00:05	00:02	00:07
			Sum of hours for the day		00:29

08 November 2002

Name	Type	Working time	Lateness, incl. break	Early leave, incl. break	Total
Dimiter Stoyanov Kunchev	SS	13:00 - 22:00	00:09	00:05	00:14
Dobri Petrov Zafirov	FS	08:30 - 17:30	00:04	00:15	00:19
Kaloyan Spasov Kostov	FS	08:30 - 17:30	00:12	00:10	00:22
Moni Nikolov Tsvetanov	SS	13:00 - 22:00	00:16	00:15	00:31
Snejana Dimitrova Ikonomova	FS	08:30 - 17:30	00:03	00:02	00:05
			Sum of hours for the day		01:31

Date 02.12.2002

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LATENESS AND EARLY LEAVE

Name: Snejana Dimitrova Ikonomova	Department: Technical Service	
Period: 01/11/2002 – 30/11/2002	Card No 10253	Personal No 561126970

Name	Type	Working time	Start	End	Lateness, incl. break	Early leave, incl. break	Total
07/11/2002	FS	08:30 - 17:30	08:35 12:56	11:58 17:45	00:05	00:02	00:07
08/11/2002	FS	08:30 - 17:30	08:25 13:03	12:05 17:28	00:03	00:02	00:05
11/11/2002	SS	13:00 - 22:00	13:02	16:05	00:04	00:15	00:19
	OL	16:00 - 17:00	16:05*	17:02*			
	SS	13:00 - 22:00	17:02	21:45			
12/11/2002	SS	13:00 - 22:00	12:57 20:05	19:01 22:10	00:08	-	00:08
14/11/2002	FS	08:30 - 17:30	08:15	17:09	-	00:21	00:21
18/11/2002	SS	13:00 - 22:00	13:04	15:32	00:04	00:38	00:42
	OL	15:30 - 16:00	15:32*	15:55*			
	SS	13:00 - 22:00	15:55	21:22			
21/11/2002	FS	08:30 - 17:30	08:25	** : **		?	?
27/11/2002	FS	08:30 - 17:30	08:45	17:20*	00:15	00:20	00:35
29/11/2002	NS	22:00 - 07:00	22:02 03:28	02:58 07:11	00:02	00:02	00:04
					Sum of hours for the period		02:21

Legend:

FS – first shift
SS – second shift
NS – night shift

H – holiday
PL – paid leave
UL – unpaid leave

S – sick-leave
M – maternity
B – business trip

OL – official leave
L – unauthorized leave
? – no data

Date 02.12.2002
15:30 h

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INSTANT REPORT FOR ABSENCE

Date: 11 November 2002	Hour: 15:30
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Department: **Technical Service**

Name	Type	Working time	Start	End	Remarks
Gergana Vladimirova Dushanova	SS	13:00 - 22:00	13:01	15:10	
Lora Dimitrova Ivanova	SS	13:00 - 22:00	13:05	15:23	
Total absent employees				2	

Department: **Supply**

Name	Type	Working time	Start	End	Remarks
Todor Mihailov Kanchev	FS	08:30 - 17:30	08:25	14:38	
Total absent employees				1	

Department: **Production**

Name	Type	Working time	Start	End	Remarks
Gospodin Nikolov Simitliiski	FS	08:30 - 17:30	08:25 13:10	12:03 15:24	
Tsonka Petrova Moncheva	SS	13:00 - 22:00	12:50 15:15	14:56 15:25	
Vasil Savchev Savchev	SS	13:00 - 22:00	12:15	15:10	
Total absent employees				3	

Department: **Software**

Name	Type	Working time	Start	End	Remarks
Maria Lazarova Doncheva	FS	08:30 - 17:30	08:30 12:56	11:55 15:02	
Nikolay Vasilev Vanchev	SS	13:00 - 22:00	13:02	15:25	
Tihomir Mihailov Zelenski	SS	13:00 - 22:00	12:55	15:02	
Total absent employees				3	

Department: **Packaging**

Name	Type	Working time	Start	End	Remarks
Veselina Doncheva Tsarska	FS	08:30 - 17:30	08:25 12:55	11:50 15:25	
Donka Marianova Lilova	SS	13:00 - 22:00	12:55	15:23	
Sana Pencheva Ruseva	SS	13:00 - 22:00	13:08	15:23	
Total absent employees				3	

Date 02.12.2002
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INSTANT REPORT FOR PRESENCE

Date: **11 November 2002**

Hour: **15:30**

Department: **Technical Service**

Name	Type	Working time	Start	End	Remarks
Alexander Stefanov Penchev	FS	08:30 - 17:30	08:25 12:53	11:58 ** : **	
Valeria Todorova Stefanova	SS	13:00 - 22:00	13:10	** : **	
George Petrov Ivanov	SS	13:00 - 22:00	12:55 15:29	15:01 ** : **	
George Stoyanov Popov	SS	13:00 - 22:00	13:15	** : **	
Zornica Vasileva Peicheva	SS	13:00 - 22:00	13:01 15:35	15:10 ** : **	
Ivan Nikolov Stoyanov	FS	08:30 - 17:30	08:25 13:10	11:50 ** : **	
Marin Ilchev Dermendjiev	FS	08:30 - 17:30	08:33 13:01	12:02 ** : **	
Peter Trenchev Jabov	FS	08:30 - 17:30	08:26 12:54	11:55 ** : **	
Peter Manchev Dobrev	SS	13:00 - 22:00	13:05	** : **	
Rusi Ivanov Rusev	FS	08:30 - 17:30	** : ** 12:54	11:56 ** : **	
Svetlana Ivanova Dimitrova	FS	08:30 - 17:30	08:27 12:59	11:56 ** : **	
Snejana Dimitrova Ikonomova	SS	13:00 - 22:00	13:02	** : **	
Total present employees				12	

Department: **Supply**

Name	Type	Working time	Start	End	Remarks
Anton Dimitrov Milanov	FS	08:30 - 17:30	08:25 12:53	11:58 ** : **	
Boris Tihonov Ivanov	SS	13:00 - 22:00	13:10	** : **	
Valentin Georgiev Jekov	SS	13:00 - 22:00	13:55 15:29	15:01 ** : **	
Svetlana Milcheva Velcheva	SS	13:00 - 22:00	13:01 15:35	15:10 ** : **	
Total present employees				5	

Department: **Quality & Control**

Name	Type	Working time	Start	End	Remarks
Ivanka Jordanova Todorova	FS	08:30 - 17:30	08:31 12:58	12:03 ** : **	
Kunka Dimitrova Petrova	SS	13:00 - 22:00	13:15	** : **	
Total present employees				2	

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ABSENT EMPLOYEES

Period: 01/11/2002 – 30/11/2002	Department: All
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Department: **Technical Service**

Name	Personal No	Date	Type	Working time	Remarks
Snejana Dimitrova Ikonomova	561126970	25/11/02	SS	13:00 - 22:00	
		26/11/02	SS	13:00 - 22:00	

Department: **Supply**

Name	Personal No	Date	Type	Working time	Remarks
Kiril Nenov Vasilev	576852354	12/11/02	NS	22:00 - 07:00	
		26/11/02	SS	13:00 - 22:00	
Nikolay Stoimenov Simeonov	526222252	01/11/02	FS	08:30 - 17:30	
Orlin Todorov Dimitrov	552236458	05/11/02	FS	08:30 - 17:30	
Stefan Nikolov Zankov	568826413	20/11/02	SS	13:00 - 22:00	

Department: **Quality & Control**

Name	Personal No	Date	Type	Working time	Remarks
Josef Ilarionov Lovchanski	536971260	18/11/02	NS	22:00 - 07:00	
		19/11/02	SS	13:00 - 22:00	
		20/11/02	SS	13:00 - 22:00	
Kosta Penchev Vitanov	568871392	08/11/02	FS	08:30 - 17:30	

Department: **Production**

Name	Personal No	Date	Type	Working time	Remarks
Borislav Panayotov Stefanov	568552366	05/11/02	FS	08:30 - 17:30	
		14/11/02	SS	13:00 - 22:00	
Dimiter Ivanov Dimitrov	568536652	25/11/02	FS	08:30 - 17:30	
Jeko Petrov Jekov	586314687	10/11/02	SS	13:00 - 22:00	
Ivan Stoyanov Vasilev	549391459	09/11/02	FS	08:30 - 17:30	
		20/11/02	FS	08:30 - 17:30	
		28/11/02	SS	13:00 - 22:00	
		29/11/02	SS	13:00 - 22:00	
Kalinka Doncheva Veselinova	522812364	22/11/02	NS	22:00 - 07:00	
Lazar Marinov Stepanov	523385415	15/11/02	FS	08:30 - 17:30	
Nevena Toneva Stamboliiska	526684423	10/11/02	SS	13:00 - 22:00	
Peter Tsvetanov Bachkov	552652522	05/11/02	SS	13:00 - 22:00	
Tihomir Stoilov Nanev	523684125	29/11/02	SS	13:00 - 22:00	

Legend:

FS – first shift	H – holiday	S – sick-leave	OL – official leave
SS – second shift	PL – paid leave	M – maternity	L – unauthorized leave
NS – night shift	UL – unpaid leave	B – business trip	? – no data

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INVALID PRESENCE

Period: 01/11/2002 – 30/11/2002	Department: All
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Department: **Technical Service**

Name	Personal No	Invalid presence by dates	Sum days	Remarks
Rusi Ivanov Rusev	523565116	02, 06, 11, 25, 29	5	
Snejana Dimitrova Ikonomova	561126970	21, 27	2	

Department: **Supply**

Name	Personal No	Invalid presence by dates	Sum days	Remarks
Detelina Petrova Bogdanova	533684426	05, 12, 25, 26	4	
Jovka Radoeva Encheva	536984426	01, 05, 24	3	
Kiril Marinov Petkanov	532687456	11, 12, 13, 26, 30	5	
Panayot Moskov Tsvetomirov	584236512	05, 23	2	
Tsanko Valchev Gankov	533651236	10, 15, 20	3	

Department: **Production**

Name	Personal No	Invalid presence by dates	Sum days	Remarks
Angel Dimitrov Zavodski	552365225	02, 05, 08, 11, 12, 13, 20	7	
Antonia Stefanova Parvanova	533654546	05	1	
Boris Mihailov Petrovski	584343548	02, 12, 13, 20	4	
Vasil Dimitrov Mihailov	522684843	09, 10, 11, 12, 30	5	
Venelin Kostov Draganov	512445431	02, 20	2	
George Mateev Drianovski	520055126	08, 10, 25	3	
Ivan Nikolov Iliev	562364864	21, 25, 26	3	
Katya Josefova Dikova	533681236	11, 28	2	
Nadejda Nikodimova Velcheva	562365487	06	1	
Nikolina Mincheva Borisova	523366558	11, 26, 30	3	
Peter Varadinov Venkov	531484841	04, 09, 18, 19	4	
Rumyana Atanasova Milanova	523846874	12, 26	2	
Snejina Hristova Jordanova	522398438	23, 25, 28	3	
Todor Lefterov Tsanov	523697843	12	1	
Hristo Lilov Kehaiov	513484684	23, 30	2	

Legend: FS – first shift H – holiday S – sick-leave OL – official leave
SS – second shift PL – paid leave M – maternity L – unauthorized leave
NS – night shift UL – unpaid leave B – business trip ? – no data

Date 02.12.2002
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GENERAL MONTHLY REPORT

Period: **01/11/2002 – 30/11/2002**

Department: **All**

Department: **Technical Service**

Name	Presence hours	Worked off day hours	Worked off night hours	Equiva- lent night hours	Sum of worked off hours	Norm	Balance	Presence hours off the working time
Alexander Dimitrov Blagoev	95:26	90:23	-	-	90:23	168:00	- 77:37	-
Antonia Stefanova Filipova	135:25	168:00	-	-	168:00	168:00	00:00	-
Bogdan Mirchev Lafazanov	135:44	133:10	-	-	133:10	168:00	- 34:50	05:45
Vasil Penchev Simov	103:30	135:41	-	-	135:41	168:00	- 32:19	02:12
Ventsislav Hristov Petkov	80:13	75:01	05:12	05:55	81:07	168:00	- 86:53	00:25
Viara Boicheva Kirilova	123:10	110:02	-	-	110:02	168:00	- 57:58	00:54
George Petrov Petrov	100:51	103:12	-	-	103:12	168:00	- 64:68	10:32
Danail Bachkov Nedialkov	132:12	122:01	54:12	61:47	183:48	168:00	15:48	-
Jordan Tsankov Petrov	95:02	125:00	10:23	11:50	136:50	168:00	- 31:10	03:54
Kosta Milanov Stoyanov	123:10	102:02	-	-	102:02	168:00	- 65:40	05:12
Krasimir Nenov Nikolov	98:13	97:12	-	-	97:12	168:00	- 70:48	-
Nikolay Simeonov Todorov	170:12	168:13	-	-	168:13	168:00	00:13	-
Nonka Emilova Ognianova	154:23	153:25	-	-	153:25	168:00	- 14:35	06:25
Peter Penchev Petrov	150:10	145:21	-	-	145:21	168:00	- 22:39	20:51
Rumyana Toncheva Licheva	146:51	156:21	12:54	14:42	171:36	168:00	03:36	15:25
Rusi Ivanov Rusev	152:12	123:12	14:23	16:23	139:35	168:00	- 28:25	-
Snejana Dimitrova Ikonomova	103:18	126:08	07:58	09:05	135:13	168:00	- 32:47	01:44

Department: **Supply**

Name	Presence hours	Worked off day hours	Worked off night hours	Equiva- lent night hours	Sum of worked off hours	Norm	Balance	Presence hours off the working time
Velin Dimitrov Kaloyanchev	103:25	102:12	-	-	102:12	168:00	- 65:48	02:45
Viktoria Marinova Vasileva	165:15	160:12	-	-	160:12	168:00	- 07:48	01:25
Gergana Stefanova Ninova	164:15	144:20	20:12	23:01	167:21	168:00	- 00:39	15:12
Dimitar Todorov Petrov	123:35	144:52	-	-	144:52	168:00	- 23:08	00:35
Ivan Nikolov Bogdanov	164:12	160:12	-	-	160:12	168:00	- 07:48	01:24
IvanVasilev Shopov	170:15	168:55	-	-	168:55	168:00	00:55	06:12

Legend:

FS – first shift
SS – second shift
NS – night shift

H – holiday
PL – paid leave
UL – unpaid leave

S – sick-leave
M – maternity
B – business trip

OL – official leave
L – unauthorized leave
? – no data

Date 02.12.2002
16:30 h

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SHORT MONTHLY REPORT

Name: Snejana Dimitrova Ikonomova	Department: Technical Service	
Period: 01/11/2002 – 30/11/2002	Card No 10253	Personal No 561126970

Date	Type	Working time	Presence hours	Worked off day hours	Worked off night hours	Equiva-lent night hours	Sum of worked off hours	Norm	Balance	Presence hours off the working time
01/11/2002	PL	-	-	08:00	-	-	-	08:00	00:00	-
02/11/2002	H									
03/11/2002	H									
04/11/2002	SL	-	-	08:00	-	-	-	08:00	00:00	
05/11/2002	SL	-	-	08:00	-	-	-	08:00	00:00	
06/11/2002	SL	-	-	08:00	-	-	-	08:00	00:00	
07/11/2002	FS	08:30 - 17:30	08:12	07:53	-	-	07:53	08:00	- 00:07	00:15
08/11/2002	FS	08:30 - 17:30	08:05	08:00	-	-	08:00	08:00	00:00	00:05
09/11/2002	H									
10/11/2002	H									
11/11/2002	SS	13:00 - 22:00	08:43	07:43	-	-	07:43	08:00	- 00:17	-
12/11/2002	SS	13:00 - 22:00	08:09	08:00	-	-	08:00	08:00	00:00	00:13
13/11/2002	FS	08:30 - 17:30	09:11	08:00	-	-	08:00	08:00	00:00	00:11
14/11/2002	FS	08:30 - 17:30	08:54	07:39	-	-	07:39	08:00	- 00:21	00:15
15/11/2002	B	-	-	08:00	-	-	-	08:00	00:00	
16/11/2002	H									
17/11/2002	H									
18/11/2002	SS	13:00 - 22:00	08:17	07:18	-	-	07:18	08:00	- 00:42	-
19/11/2002	SS	13:00 - 22:00	08:22	08:00	-	-	08:00	08:00	00:00	00:22
20/11/2002	FS	08:30 - 17:30	09:09	08:00	-	-	08:00	08:00	00:00	00:12
21/11/2002	FS	08:30 - 17:30	-	-	-	-	-	08:00	- 08:00	-
22/11/2002	UL	-	-	-	-	-	-	08:00	- 08:00	-
23/11/2002	H									
24/11/2002	H									
25/11/2002	SS	13:00 - 22:00	-	-	-	-	00:00	08:00	- 08:00	-
26/11/2002	SS	13:00 - 22:00	-	-	-	-	00:00	08:00	- 08:00	-
27/11/2002	FS	08:30 - 17:30	08:35	07:35	-	-	07:35	08:00	- 00:25	-
28/11/2002	FS	08:30 - 17:30	09:02	08:00	-	-	08:00	08:00	00:00	-
29/11/2002	NS	22:00 - 07:00	08:39	-	07:58	09:05	09:05	08:00	01:05	00:11
30/11/2002	H									
			103:18	126:08	07:58	09:05	135:13	168:00	- 32:47	01:44

Legend:

FS – first shift	H – holiday	S – sick-leave	OL – official leave
SS – second shift	PL – paid leave	M – maternity	L – unauthorized leave
NS – night shift	UL – unpaid leave	B – business trip	

DETAILED MONTHLY REPORT

Name: Snejana Dimitrova Ikonomova	Department: Technical Service	
Period: 01/11/2002 – 30/11/2002	Card No 10253	Personal No 561126970

Date	Type	Working time	Start	End	Presence hours	Worked off day hours	Worked off night hours	Equivalent night hours	Sum of worked off hours	Norm	Balance	Presence hours off the working time
01/11/2002	PL	-	-	-	-	08:00	-	-	-	08:00	00:00	-
02/11/2002	H											
03/11/2002	H											
04/11/2002	S	-	-	-	-	08:00	-	-	-	08:00	00:00	
05/11/2002	S	-	-	-	-	08:00	-	-	-	08:00	00:00	
06/11/2002	S	-	-	-	-	08:00	-	-	-	08:00	00:00	
07/11/2002	FS	08:30 - 17:30	08:35 12:56	11:58 17:45	08:12	07:53	-	-	07:53	08:00	- 00:07	00:15
08/11/2002	FS	08:30 - 17:30	08:25 13:03	12:05 17:28	08:05	08:00	-	-	08:00	08:00	00:00	00:05
09/11/2002	H											
10/11/2002	H											
11/11/2002	SS OL SS	13:00 - 22:00 16:00 - 17:00 13:00 - 22:00	13:02 16:05* 17:02	16:05 17:02* 21:45	08:43	07:43	-	-	07:43	08:00	- 00:17	-
12/11/2002	SS	13:00 - 22:00	12:57 20:05	19:01 22:10	08:09	08:00	-	-	08:00	08:00	00:00	00:13
13/11/2002	FS	08:30 - 17:30	08:22	17:33	09:11	08:00	-	-	08:00	08:00	00:00	00:11
14/11/2002	FS	08:30 - 17:30	08:15	17:09	08:54	07:39	-	-	07:39	08:00	- 00:21	00:15
15/11/2002	B	-	-	-	-	08:00	-	-	-	08:00	00:00	
16/11/2002	H											
17/11/2002	H											
18/11/2002	SS OL SS	13:00 - 22:00 15:30 - 16:00 13:00 - 22:00	13:04 15:32* 15:55	15:32 15:55* 21:22	08:17	07:18	-	-	07:18	08:00	- 00:42	-
19/11/2002	SS	13:00 - 22:00	12:52	22:14	08:22	08:00	-	-	08:00	08:00	00:00	00:22

DETAILED MONTHLY REPORT

Name: Snejana Dimitrova Ikonomova	Department: Technical Service	
Period: 01/11/2002 – 30/11/2002	Card No 10253	Personal No 561126970

20/11/2002	FS	08:30 - 17:30	08:33	17:42	09:09	08:00	-	-	08:00	08:00	00:00	00:12
21/11/2002	FS	08:30 - 17:30	08:25	** : **	-	-	-	-	-	08:00	- 08:00	-
22/11/2002	UL	-	-	-	-	-	-	-	-	08:00	- 08:00	-
23/11/2002	H											
24/11/2002	H											
25/11/2002	SS	14:00 - 22:00	** : **	** : **	-	-	-	-	00:00	08:00	- 08:00	-
26/11/2002	SS	14:00 - 22:00	** : **	** : **	-	-	-	-	00:00	08:00	- 08:00	-
27/11/2002	FS	08:30 - 17:30	08:45	17:20*	08:35	07:35	-	-	07:35	08:00	- 00:25	-
28/11/2002	FS	08:30 - 17:30	08:29	17:31	09:02	08:00	-	-	08:00	08:00	00:00	-
29/11/2002	NS	22:00 - 07:00	22:02 03:28	02:58 07:11	08:39	-	07:58	09:05	09:05	08:00	01:05	00:11
30/11/2002	H											
			Sum		103:18	126:08	07:58	09:05	135:13	168:00	- 32:47	01:44

Legend:

FS – first shift	H – holiday	S – sick-leave	OL – official leave
SS – second shift	PL – paid leave	M – maternity	L – unauthorized leave
NS – night shift	UL – unpaid leave	B – business trip	

MONTHLY REPORT – FORM 19

Period: 01/11/2002 – 30/11/2002	Department: All
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Department: **Technical Service**

Name	Personal No	Paid leave	Unpaid leave	Sick leave	Maternity	Business trip	Option 1	Option 1	Option 1	Worked off days	Working days	Unauthorized leave
Alexander Dimitrov Blagoev	522684843	10	-	-	-	3	-	-	-	5	22	4
Antonia Stefanova Filipova	533546443	-	-	10	-	-	-	-	-	10	22	2
Bogdan Mirchev Lafazanov	534864684	-	2	-	-	1	-	2	-	17	22	-
Ventsislav Hristov Petkov	553484613	5	-	-	-	-	2	-	-	15	22	-
Nikolay Simeonov Todorov	545318464	-	-	-	-	-	-	-	-	20	22	2
Rumyana Toncheva Licheva	536847611	-	-	1	-	2	-	-	-	18	22	1
Rusi Ivanov Rusev	523565116	-	1	-	-	-	-	1	-	8	22	12
Snejana Dimitrova Ikononova	561126970	1	1	-	-	-	-	-	1	15	22	4

Department: **Supply**

Name	Personal No	Paid leave	Unpaid leave	Sick leave	Maternity	Business trip	Option 1	Option 1	Option 1	Worked off days	Working days	Unauthorized leave
Velin Dimitrov Kaloyanchev	536846444	5	-	-	-	5	-	5	-	7	22	-
Viktoria Marinova Vasileva	538487646	-	5	-	-	-	-	-	2	15	22	-
Gergana Stefanova Ninova	515874235	-	-	10	-	3	2	-	-	7	22	-
Dimitar Todorov Petrov	523889771	2	-	2	-	-	-	-	-	15	22	3

Legend:

FS – first shift	H – holiday	S – sick-leave	OL – official leave
SS – second shift	PL – paid leave	M – maternity	L – unauthorized leave
NS – night shift	UL – unpaid leave	B – business trip	? – no data

SCHEDULE

For the working time of employees from: **Department EXPLOITATION**
for month: **July, 2001** Working days: **22**

Date/day	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Hours to be worked off				
Name Surname Last name																																Required	Worked off	Difference	Past month	Balance + / -
Stefan Dobov Aronov	D 12:00			D 12:00	N 12:00				D 12:00	N 12:00		D 12:00	N 0:00			N 12:00			D 12:00	N 7:30					F 6:00	D 12:00		N 12:00	N 12:00			176:00	170:00 152:04	-6:00 -23:56	0:00 0:00	-6:00 -23:56
Janka Ivanova Bogdanova	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	176:00	176:00 176:00	0:00 0:00	0:00 0:00	0:00 0:00
Tanya Georgieva Arsova	N 12:00		D 12:00	N 12:00			N 12:00	N 12:00		D 12:00	S 6:00					PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	176:00	178:34 178:34	2:34 2:34	0:00 0:00	2:34 2:34
Juri Ivanov Babov		N 12:00			D 12:00	N 12:00			N 12:00				D 12:00	N 12:00	N 12:00		N 12:00		F 6:00		D 0:00		N 12:00		D 11:59		N 12:00				D 0:00	176:00	171:09 147:08	-4:51 -28:52	0:00 0:00	-4:51 -28:52
Sasho Markov Alexandrov		PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL					D 12:00	N 12:00		N 12:00	N 11:45		D 12:00	N 12:00		D 12:00			D 12:00		176:00	180:34 180:19	4:34 4:19	0:00 0:00	4:34 4:19
Ivailo Nikov Mateev		F 6:00	F 6:00	F 6:00	F 6:00	F 6:00			F 6:00	F 6:00	F 6:00	N 12:00				F 5:59	F 6:00	F 6:00	F 6:00	F 6:00	D 11:58	D 11:54	F 6:00	F 6:00	F 6:00	F 6:00	F 6:00	D 11:56	D 11:52	F 6:00	F 6:00	176:00	181:08 180:47	5:08 4:47	0:00 0:00	5:08 4:47
Ivan Jasenov Georgiev		D 12:00	N 12:00			D 12:00					N 12:00		F 6:00	D 11:57	D 11:56	D 12:00	D 12:00	N 0:00		F 6:00				D 12:00	N 12:00		N 12:00			N 12:00		176:00	174:51 161:36	-1:09 -14:24	0:00 0:00	-1:09 -14:24
Polya Dieva Marcheva		S 6:00	S 6:00	F 6:00		D 12:00	F 6:00	D 12:00	F 6:00	S 6:00		S 6:00	S 6:06	F 5:57		PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	176:00	180:00 174:03	4:00 -1:57	0:00 0:00	4:00 -1:57
Milko Asenov Vladimirov		F 6:00	F 6:00	F 6:00	F 6:00	F 0:00	D 12:00	D 11:43	F 6:00	F 6:00	F 6:00	F 6:00	F 6:00			PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	176:00	180:00 173:43	4:00 -2:17	0:00 0:00	4:00 -2:17
Maria Spasova Mihneva	D 12:00	F 6:00	F 6:00	S 6:00	D 12:00				S 0:00	F 6:00	S 6:00	F 6:00	F 6:00														F 6:00	F 5:32	F 6:00	F 5:54	F 5:55	176:00	168:00 160:30	-8:00 -15:30	0:00 0:00	-8:00 -15:30
Sneja Tomova Atanasova	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	SL	176:00	0:00 0:00	0:00 0:00	0:00 0:00	0:00 0:00
Bogdan Ivanov Stoyanov			D 12:00	N 0:00			D 11:58	N 11:57			D 12:00	N 12:00			D 12:00	N 12:00			D 12:00	N 12:00			D 12:00	N 12:00			D 12:00			F 6:00	F 6:00	176:00	174:51 161:38	-1:09 -14:22	0:00 0:00	-1:09 -14:22

LEGEND:

Chief Engineer:

Head of Depart.:

Planning:

Vice Manager:

D: from 7.30 to 19.30

N: from 19.30 to 7.30

F: from 7.30 to 13.30

S: from 13.30 to 7.30

PL: Paid leave

SL: Sick leave