**Signature:** ****

I, **KONG XIANGDONG**, voluntarily consented to work on a **Sunday or public holiday** for my **regular hourly or daily rate of pay.**

**Time sheet (May 2024)**

|  |
| --- |
| **Section A** |
| **Date** | **Time-In** | **Time-Out** | **Lunch OT (HR)** | **OT (HR)** | **Remarks** |
| 1 | - | - | - | - | Labour Day (PH) |
| 2 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 3 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 4 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 5 |  |  |  |  |  |
| 6 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 7 | 8 am  | 7 pm | 0 | 2 | New Office |
| 8 | 8 am  | 7 pm | 0 | 2 | New Office |
| 9 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 10 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 11 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 12 |  |  |  |  |  |
| 13 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 14 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 15 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 16 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 17 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 18 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 19 |  |  |  |  |  |
| 20 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 21 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 22 | - | - | - | - | Vesak Day (PH) |
| 23 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 24 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 25 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 26 |  |  |  |  |  |
| 27 | - | - | - | - | - |
| 28 | - | - | - | - | - |
| 29 | - | - | - | - | - |
| 30 | - | - | - | - | - |
| 31 | - | - | - | - | - |

|  |
| --- |
| **Section B** |
| **FOR OFFICIAL USE ONLY** | **FOR SUPERVISOR USE ONLY** | **FOR MANAGER USE ONLY** |
| **Total WD (Day)** |  | **Name** | NICHOLAS TAN | **Name** | CARLOS LAI |
| **Total OT (HR)** |  | **Signature** | A signature on a black background  Description automatically generated | **Signature** |  |
| **FINAL ($)** | $ |
| **Date** | 1st June 2024 | **Date** |  |

**Signature:**

I, **ZHU FUXIN**, voluntarily consented to work on a **Sunday or public holiday** for my **regular hourly or daily rate of pay.**

**Time sheet (May 2024)**

|  |
| --- |
| **Section A** |
| **Date** | **Time-In** | **Time-Out** | **Lunch OT (HR)** | **OT (HR)** | **Remarks** |
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| 4 | 8 am  | 7 pm | 0 | 2 | New Office |
| 5 |  |  |  |  |  |
| 6 | 8 am  | 7 pm | 0 | 2 | New Office |
| 7 | 8 am  | 7 pm | 0 | 2 | New Office |
| 8 | 8 am  | 7 pm | 0 | 2 | New Office |
| 9 | 8 am  | 7 pm | 0 | 2 | New Office |
| 10 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 11 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 12 |  |  |  |  |  |
| 13 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 14 | - | - | - | - | - |
| 15 | - | - | - | - | - |
| 16 | - | - | - | - | - |
| 17 | - | - | - | - | - |
| 18 | - | - | - | - | - |
| 19 |  |  |  |  |  |
| 20 | - | - | - | - | - |
| 21 | - | - | - | - | - |
| 22 | - | - | - | - | Vesak Day (PH) |
| 23 | - | - | - | - | - |
| 24 | - | - | - | - | - |
| 25 | - | - | - | - | - |
| 26 |  |  |  |  |  |
| 27 | - | - | - | - | - |
| 28 | - | - | - | - | - |
| 29 | - | - | - | - | - |
| 30 | - | - | - | - | - |
| 31 | - | - | - | - | - |

|  |
| --- |
| **Section B** |
| **FOR OFFICIAL USE ONLY** | **FOR SUPERVISOR USE ONLY** | **FOR MANAGER USE ONLY** |
| **Total WD (Day)** |  | **Name** | NICHOLAS TAN | **Name** | CARLOS LAI |
| **Total OT (HR)** |  | **Signature** | A signature on a black background  Description automatically generated | **Signature** |  |
| **FINAL ($)** | $ |
| **Date** | 1st June 2024 | **Date** |  |

**Signature:**

I, **ZHOU ZHENHAI**, voluntarily consented to work on a **Sunday or public holiday** for my **regular hourly or daily rate of pay.**

**Time sheet (May 2024)**

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| **Section A** |
| **Date** | **Time-In** | **Time-Out** | **Lunch OT (HR)** | **OT (HR)** | **Remarks** |
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| 8 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 9 | 8 am  | 7 pm | 0 | 2 | 26 & 28 Grove Drive |
| 10 | - | - | - | - | - |
| 11 | - | - | - | - | - |
| 12 |  |  |  |  |  |
| 13 | - | - | - | - | - |
| 14 | - | - | - | - | - |
| 15 | - | - | - | - | - |
| 16 | - | - | - | - | - |
| 17 | - | - | - | - | - |
| 18 | - | - | - | - | - |
| 19 |  |  |  |  |  |
| 20 | - | - | - | - | - |
| 21 | - | - | - | - | - |
| 22 | - | - | - | - | Vesak Day (PH) |
| 23 | - | - | - | - | - |
| 24 | - | - | - | - | - |
| 25 | - | - | - | - | - |
| 26 |  |  |  |  |  |
| 27 | - | - | - | - | - |
| 28 | - | - | - | - | - |
| 29 | - | - | - | - | - |
| 30 | - | - | - | - | - |
| 31 | - | - | - | - | - |

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| --- |
| **Section B** |
| **FOR OFFICIAL USE ONLY** | **FOR SUPERVISOR USE ONLY** | **FOR MANAGER USE ONLY** |
| **Total WD (Day)** |  | **Name** | NICHOLAS TAN | **Name** | CARLOS LAI |
| **Total OT (HR)** |  | **Signature** | A signature on a black background  Description automatically generated | **Signature** |  |
| **FINAL ($)** | $ |
| **Date** | 1st June 2024 | **Date** |  |

1st June 2024