

Aug, 2024

Manual Overtime Calculation

Work Order Numbers							4614482 Shaikh Palace	Friday Half Day M.hussain	4634292 Rawda Villa	4634284 Shaikh Fahad Villa	Friday Half Day M.hussain	4648206 Shaikh Palace	4645804 Hamza 01	4655854 Shaikh Palace	4655853 Shaikh Villa	4658008 Welfare	Friday Half Day M.hussain	Friday Half Day M.hussain	4690982 Shiakh Fahad Villa			
S.No	Emp. ID	Name of Employee	Location	Total Salary	No. of Days	1-Aug	2-Aug	3-Aug	4-Aug	9-Aug	10-Aug	11-Aug	15-Aug	16-Aug	18-Aug	23-Aug	30-Aug	31-Aug	Total Minutes	Total Hours	Amount	
01	1282	محمد محمود محمد احمد	Mohammad Mahmood	6,500.00	31	180.00		180.00			360.00	360.00			240.00				1,320.00	22.00	865.00	
02	1495	غلام مصطفي عبدالرحيمان	Gulam Mustafa	3,200.00	31							360.00			240.00				600.00	10.00	194.00	
10	2860		MD Shamim Hossain	1,700.00	31				240.00				240.00	360.00				360.00	1,200.00	20.00	206.00	
15	2484	سدام حسين محمد اجمل	Saddam Husain	1,600.00	31		240.00			240.00					300.00		240.00	240.00	1,260.00	21.00	203.00	
29	2920		Thoman Poulouse Kudlingal	3,500.00	31				240.00				240.00	240.00				240.00	960.00	16.00	339.00	
				<b>Total</b>		<b>180.00</b>	<b>240.00</b>	<b>180.00</b>	<b>480.00</b>	<b>240.00</b>	<b>360.00</b>	<b>720.00</b>	<b>480.00</b>	<b>900.00</b>	<b>480.00</b>	<b>240.00</b>	<b>240.00</b>	<b>600.00</b>	<b>5,340.00</b>	<b>89.00</b>	<b>1,807.00</b>	
Prepared By:	Abdul Hafiz																		-	-		

Prepared by  
Eng.Abdul hafiz  
Maintenance Engineer

Approved By  
Mohammad .Y.Alshaiikh  
Director of Finance and Operations

## Alanoud F. Alqahtani

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**From:** Mohammad Y. Alshaikh  
**Sent:** Monday, September 16, 2024 4:37 PM  
**To:** Alanoud F. Alqahtani  
**Cc:** Abdulrahman Y. Alshaikh; Abdulhafeez Z. Mukadam; Mujahe R. Rana  
**Subject:** FW: Need Approval For overtime Maintenance Team Aug 2024.  
**Attachments:** Overtime Aug 2024.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

المحترمه الانسه العنود

يعتمد الاوفر تايم للموظفين حسب الجدول

Thanks & Best Regards,



**Mohammad Y. Alshaikh**  
Director of Finance and Operations  
Awtad Company

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**From:** Abdulhafeez Z. Mukadam <244@awtad.sa>  
**Sent:** Monday, September 16, 2024 3:38 PM  
**To:** Mohammad Y. Alshaikh <malshaikh@awtad.sa>  
**Cc:** Alanoud F. Alqahtani <113@awtad.sa>; Hamad H. Almousa <3160@awtad.work>; Mujahe R. Rana <253@awtad.sa>  
**Subject:** Need Approval For overtime Maintenance Team Aug 2024.

Dear Sir , Mohammed Y Alshaikh,

Maintenance team Overtime for Aug 2024. Please Find the attach file. Please find attach Work Order No also in same attach File.

The total Overtime amount **SR : 1807 SR.** (Aug 2024)

1. Maintenance Team Worked In, Shaikh Palace in Friday & after duty work.
2. Masjid Hussain Friday work.
3. Hamza Pump work

Thanks & Best Regards.



**Eng. Abdul Hafiz**

Maintenance Engineer.

**Awtad Al Akaria**

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