

## Kooka Subang Attendance for November 2021

| Date | SECURITY DEPARTMENT |         | PRODUCTION |         | HQ WAREHOUSE (LOCAL) |         | PAPER MILL |         | STORE-PACKING MATERIAL |         | HQ WAREHOUSE (EXPORT) |         | STORE-JUMBO ROLL/PULP |         | LOGISTIC |         | TECHNICIAN |         | QUALITY CONTROL |         | PLANNER |         | PURCHASING |         | ACCOUNTS & FINANCE |         | HUMAN RESOURCES |         | SHIPPING |         | HQ SALES |         | IT DEPARTMENT |         | ADMINISTRATION |         | GRAPHIC DESIGNER |         | TOTAL |         |
|------|---------------------|---------|------------|---------|----------------------|---------|------------|---------|------------------------|---------|-----------------------|---------|-----------------------|---------|----------|---------|------------|---------|-----------------|---------|---------|---------|------------|---------|--------------------|---------|-----------------|---------|----------|---------|----------|---------|---------------|---------|----------------|---------|------------------|---------|-------|---------|
|      | Night               | Morning | Night      | Morning | Night                | Morning | Night      | Morning | Night                  | Morning | Night                 | Morning | Night                 | Morning | Night    | Morning | Night      | Morning | Night           | Morning | Night   | Morning | Night      | Morning | Night              | Morning | Night           | Morning | Night    | Morning | Night    | Morning | Night         | Morning | Night          | Morning | Night            | Morning | Night | Morning |
| 1    | 9                   | 4       | 8          | 22      | 6                    | 9       | 9          | 3       | 0                      | 0       | 0                     | 0       | 0                     | 0       | 0        | 0       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 20      | 50    |         |
|      | 4                   | 5       | 0          | 4       | 3                    | 5       | 9          | 13      | 1                      | 5       | 2                     | 7       | 1                     | 8       | 0        | 3       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 0       | 65    |         |
| 2    | 9                   | 4       | 5          | 17      | 10                   | 8       | 9          | 3       | 0                      | 0       | 0                     | 0       | 0                     | 0       | 0        | 0       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 18      | 47    |         |
|      | 4                   | 5       | 0          | 4       | 1                    | 4       | 7          | 10      | 3                      | 7       | 2                     | 6       | 1                     | 8       | 0        | 3       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 61      |       |         |
| 3    | 8                   | 3       | 5          | 19      | 7                    | 9       | 7          | 3       | 0                      | 0       | 0                     | 0       | 0                     | 0       | 0        | 0       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 11      | 41    |         |
|      | 4                   | 4       | 0          | 3       | 2                    | 3       | 8          | 11      | 2                      | 5       | 2                     | 7       | 1                     | 6       | 0        | 3       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 19      | 42    |         |
| 4    | 7                   | 1       | 3          | 16      | 2                    | 2       | 1          | 0       | 0                      | 0       | 0                     | 0       | 0                     | 0       | 0        | 0       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 32      |       |         |
|      | 4                   | 3       | 0          | 1       | 3                    | 0       | 7          | 9       | 2                      | 0       | 2                     | 0       | 1                     | 0       | 0        | 0       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 19      | 13    |         |
| 5    | 10                  | 3       | 3          | 16      | 4                    | 7       | 6          | 3       | 0                      | 0       | 0                     | 0       | 0                     | 0       | 0        | 0       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 32      |       |         |
|      | 4                   | 6       | 0          | 3       | 0                    | 3       | 7          | 9       | 0                      | 4       | 0                     | 7       | 0                     | 6       | 0        | 3       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 17      | 41    |         |
| 6    | 8                   | 3       | 4          | 19      | 8                    | 6       | 6          | 1       | 0                      | 0       | 0                     | 0       | 0                     | 0       | 0        | 0       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 55      |       |         |
|      | 4                   | 4       | 0          | 3       | 2                    | 2       | 9          | 10      | 2                      | 6       | 2                     | 4       | 1                     | 5       | 0        | 1       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 20      | 35    |         |
| 7    | 8                   | 3       | 6          | 17      | 5                    | 6       | 3          | 0       | 0                      | 0       | 0                     | 0       | 0                     | 0       | 0        | 0       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 48      |       |         |
|      | 4                   | 4       | 0          | 3       | 3                    | 3       | 7          | 10      | 1                      | 4       | 1                     | 5       | 1                     | 2       | 0        | 0       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 17      | 31    |         |
| 8    | 9                   | 4       | 6          | 21      | 7                    | 6       | 9          | 3       | 0                      | 0       | 0                     | 0       | 0                     | 0       | 0        | 0       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 65      |       |         |
|      | 4                   | 5       | 0          | 4       | 3                    | 3       | 9          | 12      | 1                      | 6       | 1                     | 5       | 1                     | 8       | 0        | 3       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 19      | 46    |         |
| 9    | 9                   | 4       | 5          | 19      | 9                    | 8       | 9          | 4       | 0                      | 0       | 0                     | 0       | 0                     | 0       | 0        | 0       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 67      |       |         |
|      | 4                   | 5       | 0          | 4       | 1                    | 4       | 7          | 12      | 2                      | 7       | 2                     | 6       | 1                     | 8       | 0        | 4       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 17      | 50    |         |
| 10   | 8                   | 3       | 5          | 20      | 8                    | 8       | 7          | 5       | 0                      | 0       | 0                     | 0       | 0                     | 0       | 0        | 0       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 64      |       |         |
|      | 4                   | 4       | 0          | 3       | 3                    | 2       | 8          | 12      | 2                      | 6       | 2                     | 6       | 1                     | 6       | 0        | 5       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 20      | 44    |         |
| 11   | 0                   | 0       | 0          | 0       | 0                    | 0       | 0          | 0       | 0                      | 0       | 0                     | 0       | 0                     | 0       | 0        | 0       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 0       | 0     |         |
|      | 0                   | 0       | 0          | 0       | 0                    | 0       | 0          | 0       | 0                      | 0       | 0                     | 0       | 0                     | 0       | 0        | 0       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 0       | 0     |         |
| 12   | 0                   | 0       | 0          | 0       | 0                    | 0       | 0          | 0       | 0                      | 0       | 0                     | 0       | 0                     | 0       | 0        | 0       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 0       | 0     |         |
|      | 0                   | 0       | 0          | 0       | 0                    | 0       | 0          | 0       | 0                      | 0       | 0                     | 0       | 0                     | 0       | 0        | 0       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 0       | 0     |         |
| 13   | 0                   | 0       | 0          | 0       | 0                    | 0       | 0          | 0       | 0                      | 0       | 0                     | 0       | 0                     | 0       | 0        | 0       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 0       | 0     |         |
|      | 0                   | 0       | 0          | 0       | 0                    | 0       | 0          | 0       | 0                      | 0       | 0                     | 0       | 0                     | 0       | 0        | 0       | 0          | 0       | 0               | 0       | 0       | 0       | 0          | 0       | 0                  | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0             | 0       | 0              | 0       | 0                | 0       | 0     |         |
| 14   | 0                   | 0       | 0          | 0       | 0                    | 0       | 0          | 0       | 0                      | 0       | 0                     | 0       | 0                     | 0       | 0        | 0       | 0          | 0       | 0               | 0       | 0       |         |            |         |                    |         |                 |         |          |         |          |         |               |         |                |         |                  |         |       |         |

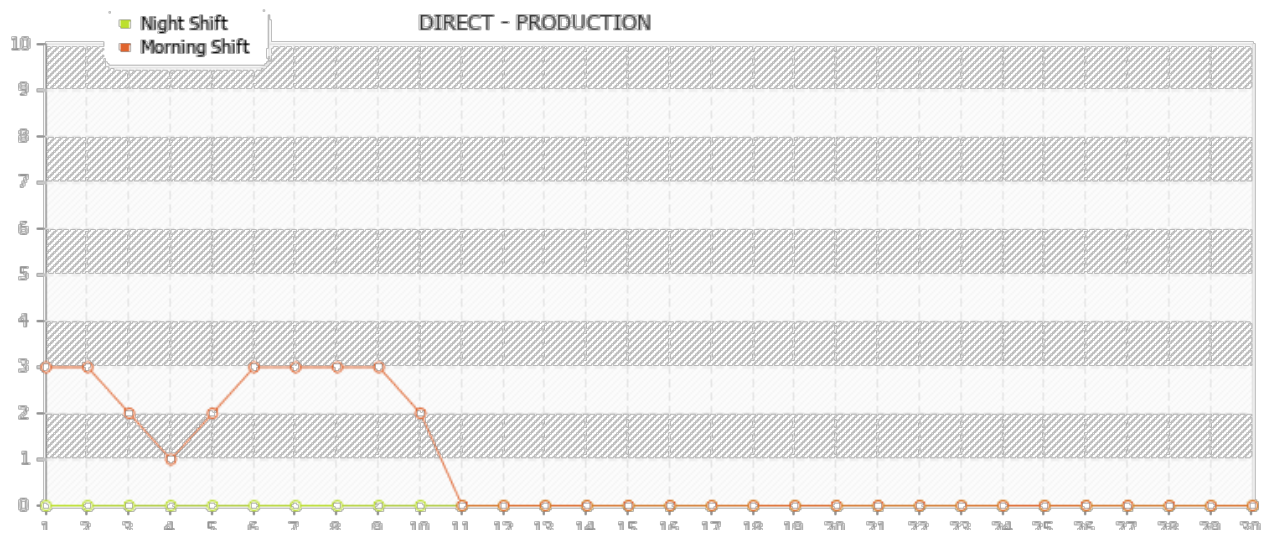
## Kooka Penang Attendance for November 2021

[illegible]

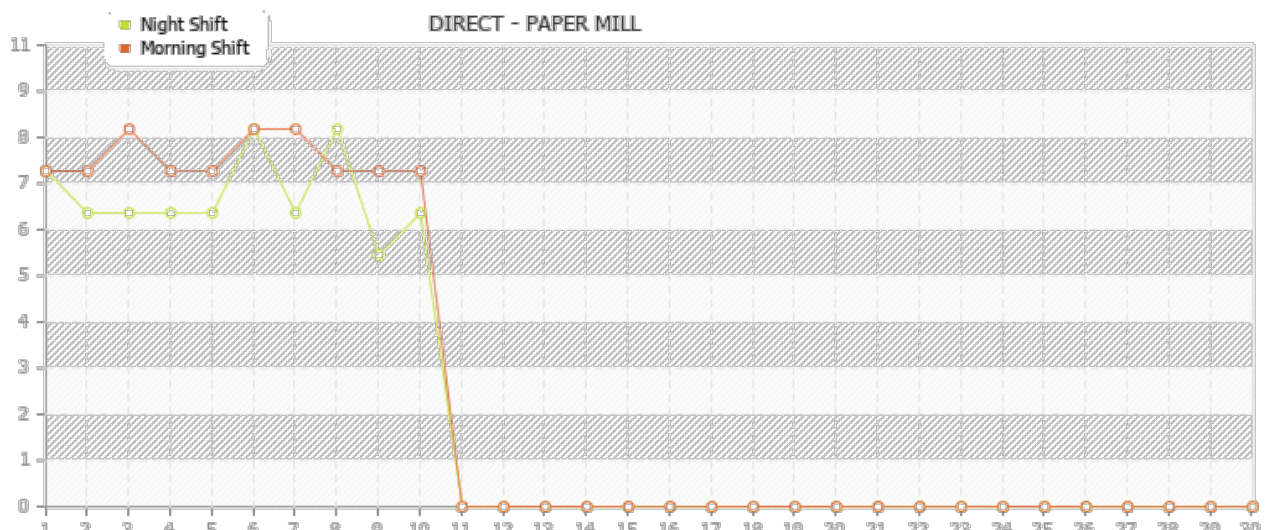
| Date | PENANG BRANCH |         | PENANG SALES |         | PENANG WAREHOUSE |         | SECURITY DEPARTMENT |         | TOTAL |         |
|------|---------------|---------|--------------|---------|------------------|---------|---------------------|---------|-------|---------|
|      | Night         | Morning | Night        | Morning | Night            | Morning | Night               | Morning | Night | Morning |
| 19   | 0             |         | 0            |         | 0                |         | 0                   |         | 0     |         |
|      | 0             | 0       | 0            | 0       | 0                | 0       | 0                   | 0       | 0     | 0       |
| 20   | 0             |         | 0            |         | 0                |         | 0                   |         | 0     |         |
|      | 0             | 0       | 0            | 0       | 0                | 0       | 0                   | 0       | 0     | 0       |
| 21   | 0             |         | 0            |         | 0                |         | 0                   |         | 0     |         |
|      | 0             | 0       | 0            | 0       | 0                | 0       | 0                   | 0       | 0     | 0       |
| 22   | 0             |         | 0            |         | 0                |         | 0                   |         | 0     |         |
|      | 0             | 0       | 0            | 0       | 0                | 0       | 0                   | 0       | 0     | 0       |
| 23   | 0             |         | 0            |         | 0                |         | 0                   |         | 0     |         |
|      | 0             | 0       | 0            | 0       | 0                | 0       | 0                   | 0       | 0     | 0       |
| 24   | 0             |         | 0            |         | 0                |         | 0                   |         | 0     |         |
|      | 0             | 0       | 0            | 0       | 0                | 0       | 0                   | 0       | 0     | 0       |
| 25   | 0             |         | 0            |         | 0                |         | 0                   |         | 0     |         |
|      | 0             | 0       | 0            | 0       | 0                | 0       | 0                   | 0       | 0     | 0       |
| 26   | 0             |         | 0            |         | 0                |         | 0                   |         | 0     |         |
|      | 0             | 0       | 0            | 0       | 0                | 0       | 0                   | 0       | 0     | 0       |
| 27   | 0             |         | 0            |         | 0                |         | 0                   |         | 0     |         |
|      | 0             | 0       | 0            | 0       | 0                | 0       | 0                   | 0       | 0     | 0       |
| 28   | 0             |         | 0            |         | 0                |         | 0                   |         | 0     |         |
|      | 0             | 0       | 0            | 0       | 0                | 0       | 0                   | 0       | 0     | 0       |
| 29   | 0             |         | 0            |         | 0                |         | 0                   |         | 0     |         |
|      | 0             | 0       | 0            | 0       | 0                | 0       | 0                   | 0       | 0     | 0       |
| 30   | 0             |         | 0            |         | 0                |         | 0                   |         | 0     |         |
|      | 0             | 0       | 0            | 0       | 0                | 0       | 0                   | 0       | 0     | 0       |
| Date | PENANG BRANCH |         | PENANG SALES |         | PENANG WAREHOUSE |         | SECURITY DEPARTMENT |         | TOTAL |         |
|      | Night         | Morning | Night        | Morning | Night            | Morning | Night               | Morning | Night | Morning |

## DIRECT (Kookapaper Subang)

### Monthly Attendance for Subang DIRECT - PRODUCTION

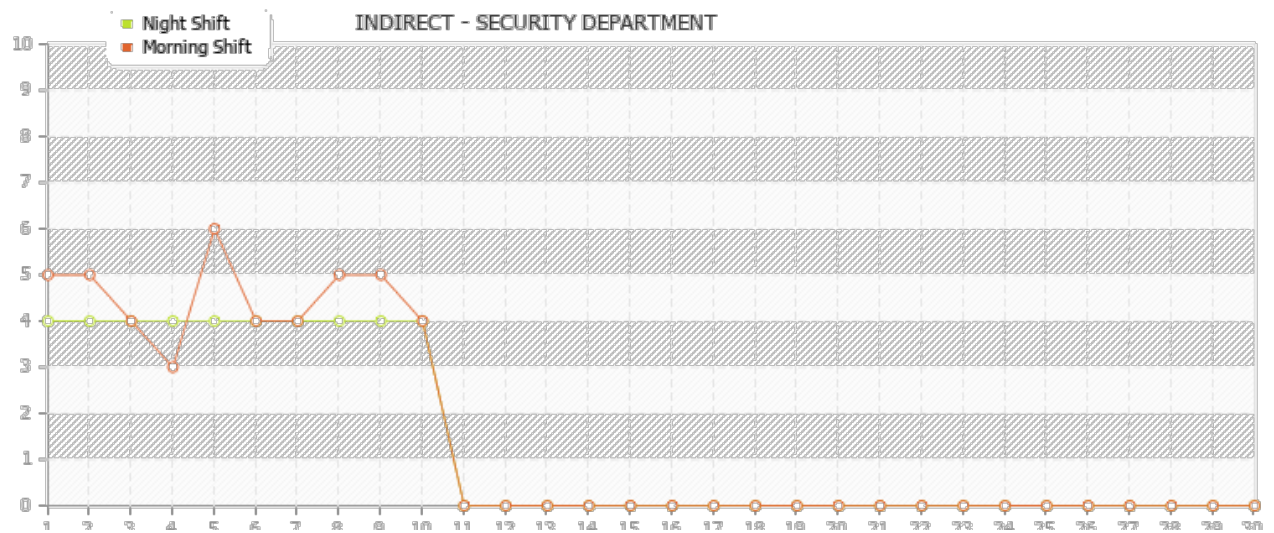


## Monthly Attendance for Subang DIRECT - PAPER MILL

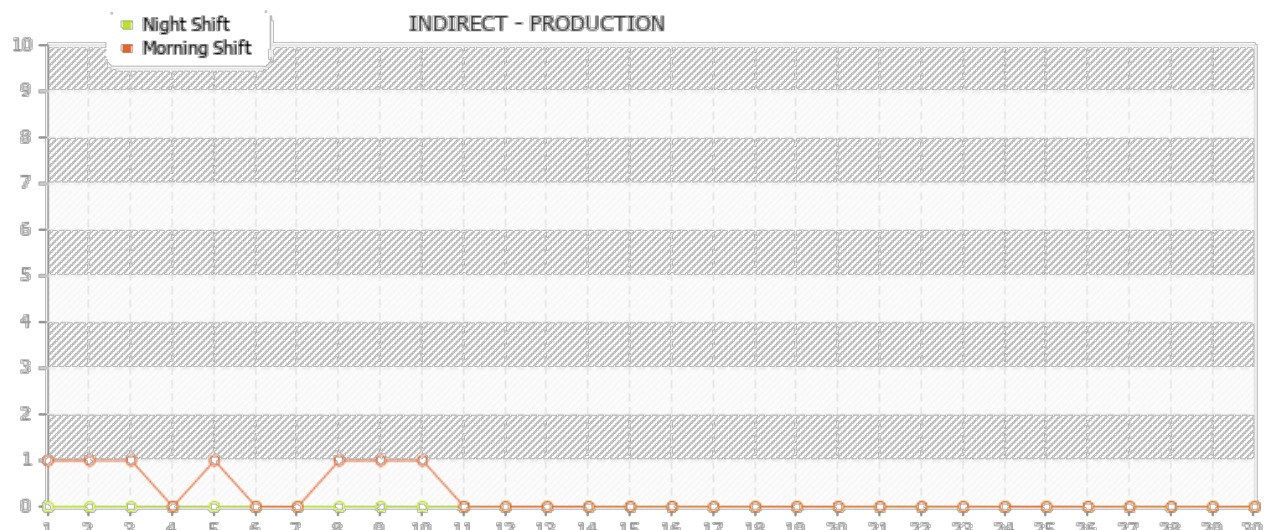


## INDIRECT (Kookapaper Subang)

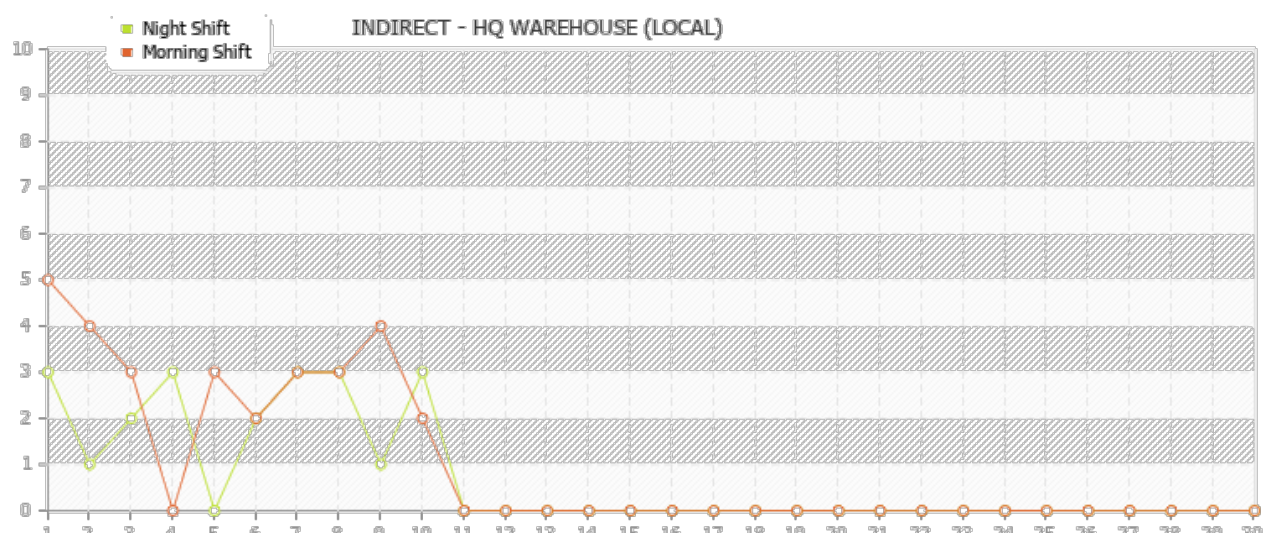
### Monthly Attendance for Subang INDIRECT - SECURITY DEPARTMENT



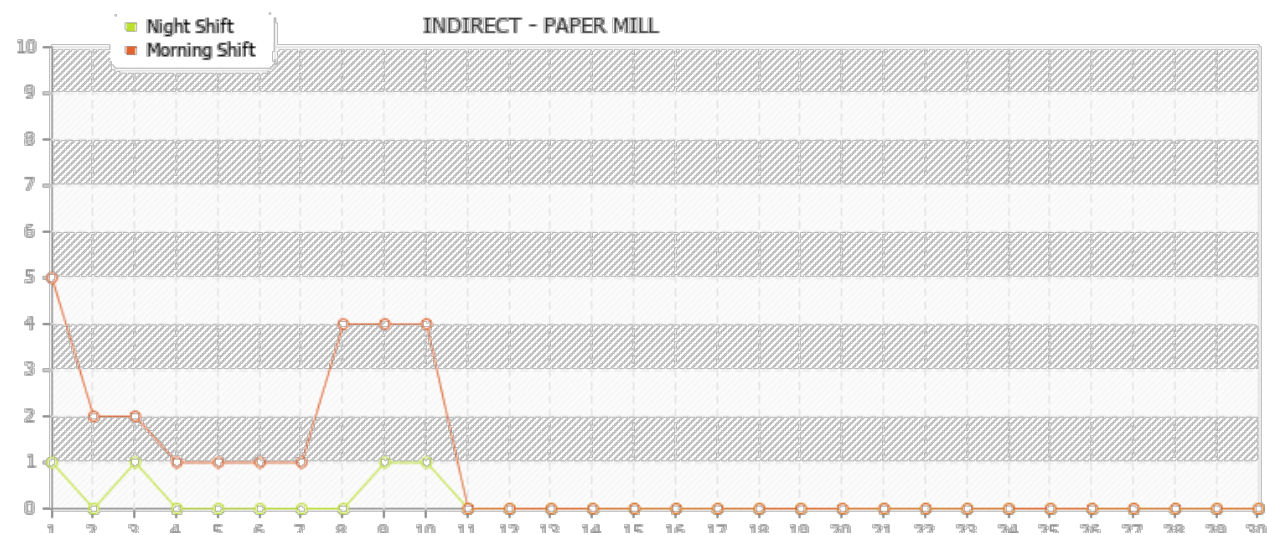
## Monthly Attendance for Subang INDIRECT - PRODUCTION



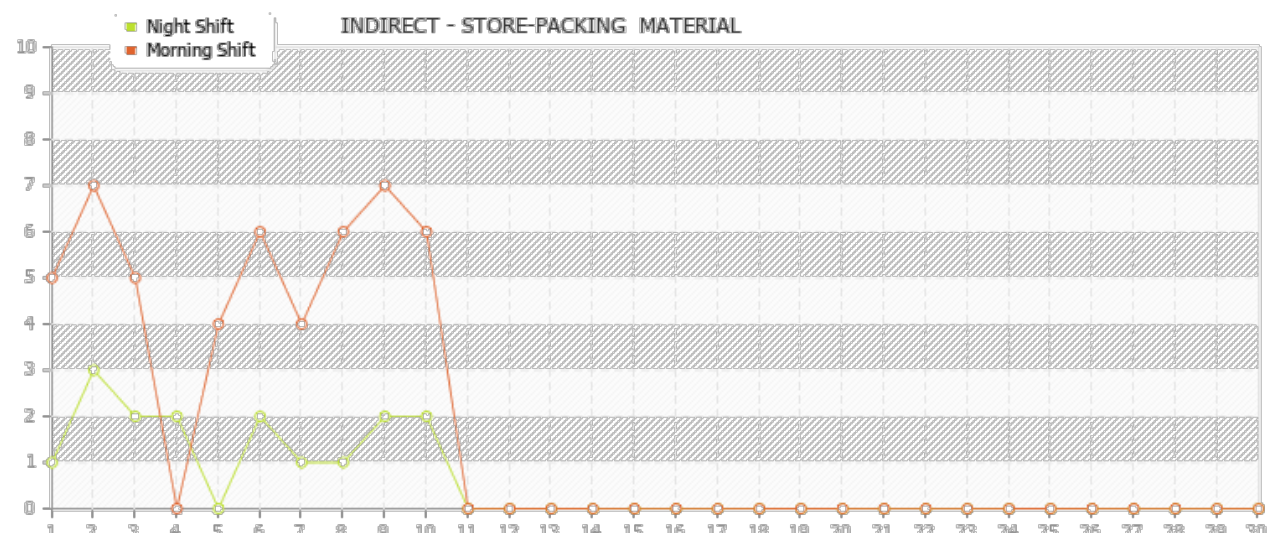
## Monthly Attendance for Subang INDIRECT - HQ WAREHOUSE (LOCAL)



Monthly Attendance for Subang INDIRECT - PAPER MILL

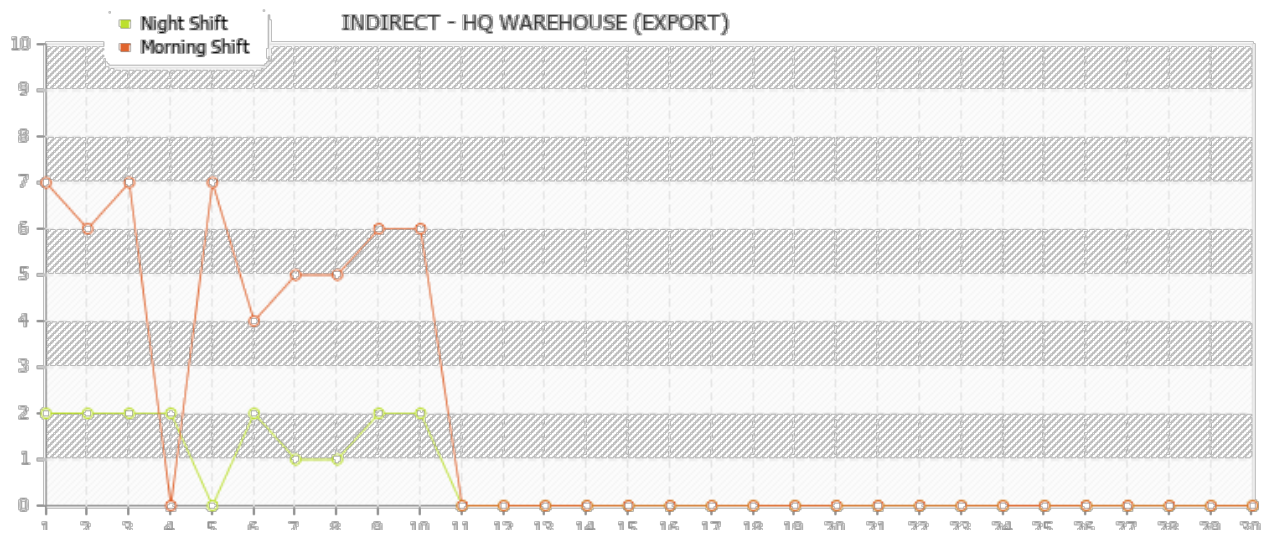


Monthly Attendance for Subang INDIRECT - STORE-PACKING MATERIAL

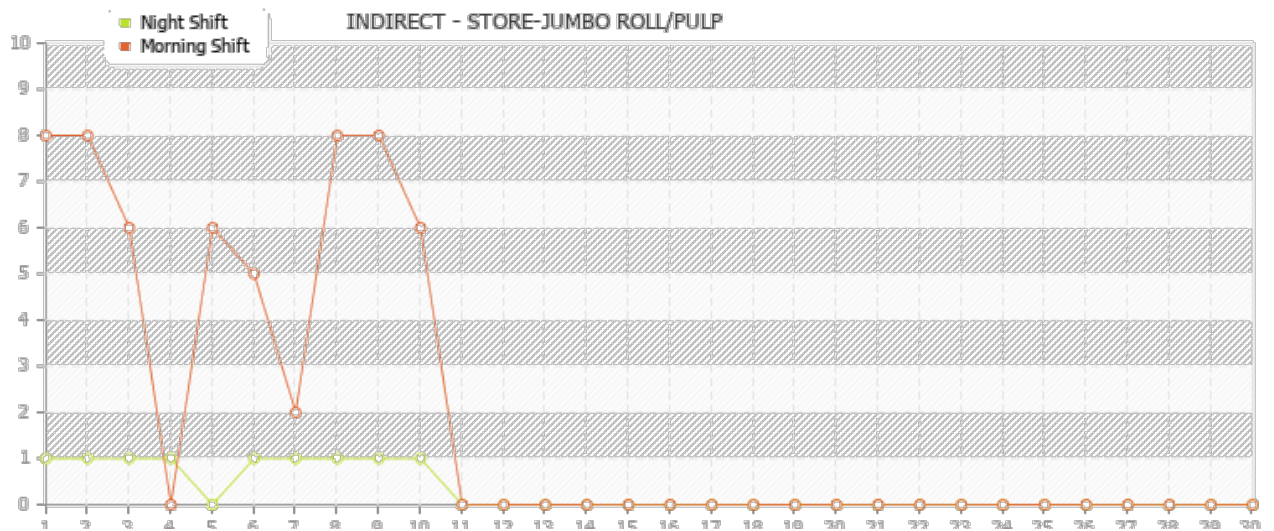


Monthly Attendance for Subang INDIRECT - HQ WAREHOUSE (EXPORT)

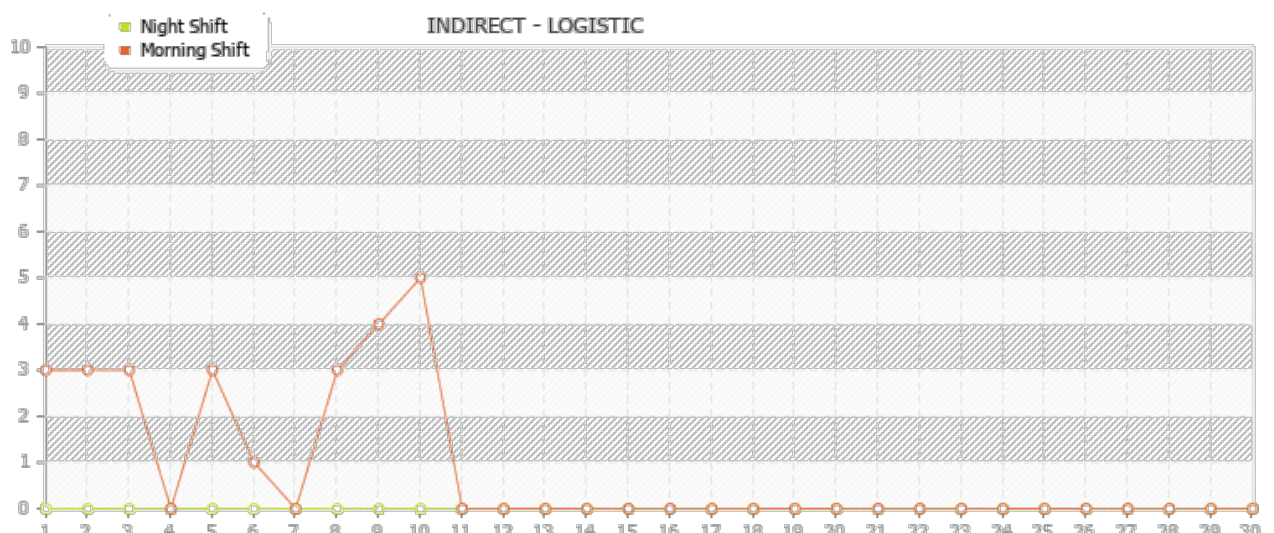




## Monthly Attendance for Subang INDIRECT - STORE-JUMBO ROLL/PULP



## Monthly Attendance for Subang INDIRECT - LOGISTIC



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# SALES & MARKETING (Kookapaper Subang)

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# OUTSOURCE (Kookapaper Subang)

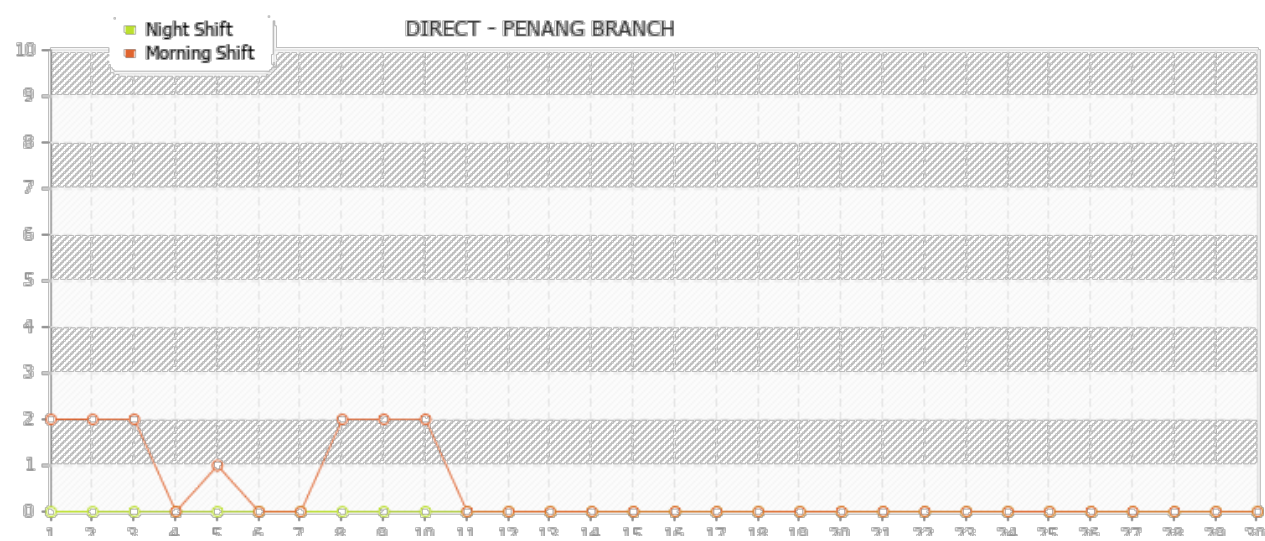
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# ADMIN (Kookapaper Subang)

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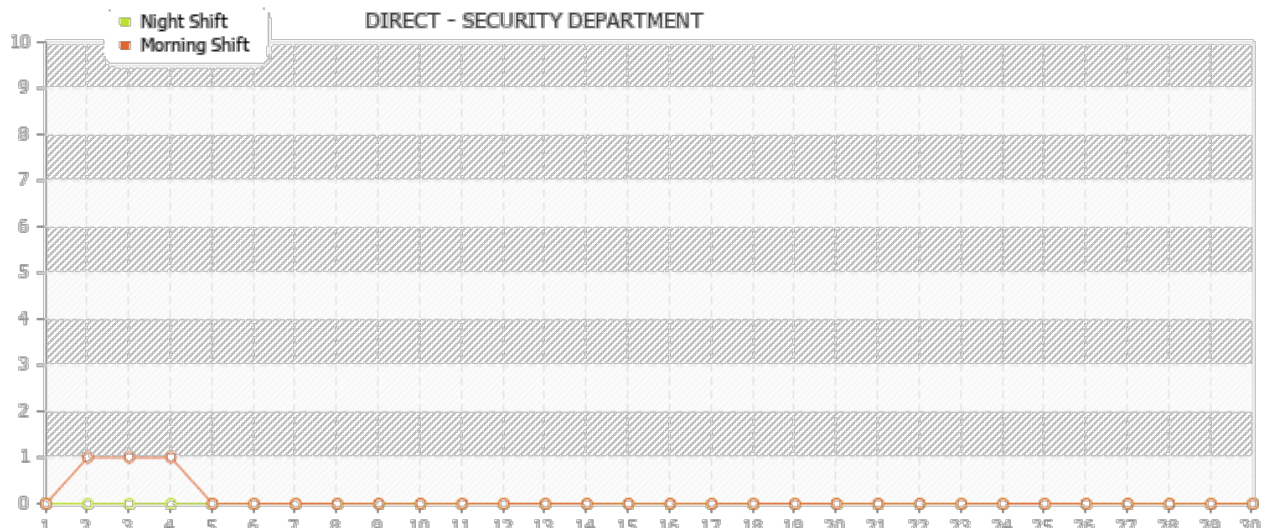
# DIRECT (Kookapaper Penang)

Monthly Attendance for Penang DIRECT - PENANG BRANCH



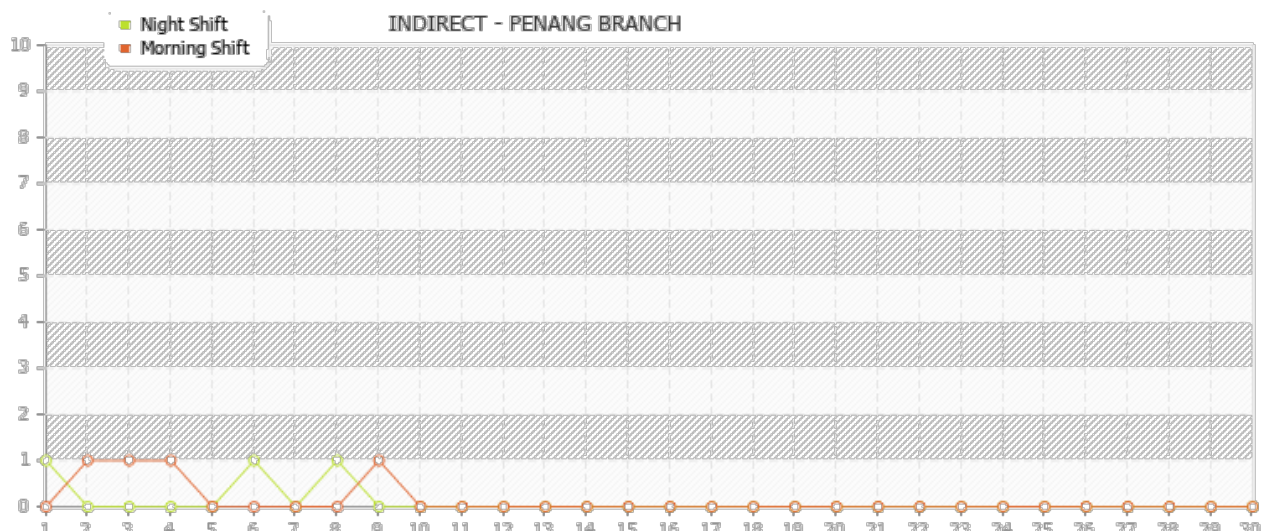
Monthly Attendance for Penang DIRECT - SECURITY DEPARTMENT





## INDIRECT (Kookapaper Penang)

### Monthly Attendance for Penang INDIRECT - PENANG BRANCH



## SALES & MARKETING (Kookapaper Penang)

## OUTSOURCE (Kookapaper Penang)

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## **ADMIN (Kookapaper Penang)**