

| Date | SECURITY DEPARTMENT |         | PRODUCTION CONVERTING |         | OUTSOURCE |         | HQ WAREHOUSE |         | STORE |         | STORE (TG) |         | PAPER MILL |         | QUALITY CONTROL |         | TECHNICIAN |         | ENGINEERING |         | LOGISTIC |         | ACCOUNTS & FINANCE |         | HUMAN RESOURCES |         | EXPORT |         | HQ SALES |         | PURCHASING |         | ADMINISTRATION |         | PLANNER |         | IT DEPARTMENT |         | 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    | 6                   |         | 156                   | 95      |           | 22      |              | 9       |       | 9       |            | 19      |            | 3       |                 | 1       |            | 2       |             | 0       |          | 0       |                    | 0       |                 | 0       |        | 0       |          | 0       |            | 0       |                | 0       |         | 0       |               | 0       |       | 322     |     |     |
|      | 3                   | 3       | 73                    | 83      | 44        | 51      | 10           | 12      |       | 3       | 6          | 1       | 8          | 10      | 9               | 1       | 2          | 0       | 1           | 0       | 2        | 0       | 0                  | 0       | 0               | 0       | 0      | 0       | 0        | 0       | 0          | 0       | 0              | 0       | 0       | 0       | 0             | 0       | 145   | 177     |     |     |
|      | 6                   |         | 168                   |         | 99        |         | 26           |         | 18    |         | 9          |         | 22         |         | 5               |         | 6          |         | 2           |         | 8        |         | 6                  |         | 1               |         | 5      |         | 15       |         | 5          |         | 1              |         | 3       |         | 2             |         | 407   |         |     |     |
| 2    | 2                   | 4       | 76                    | 92      | 35        | 64      | 10           | 16      |       | 3       | 15         | 1       | 8          | 9       | 13              | 1       | 4          | 0       | 6           | 0       | 2        | 0       | 0                  | 0       | 6               | 0       | 1      | 0       | 5        | 1       | 14         | 0       | 5              | 0       | 1       | 0       | 3             | 0       | 2     |         | 138 | 269 |
|      | 6                   |         | 178                   |         | 99        |         | 26           |         | 17    |         | 6          |         | 24         |         | 5               |         | 6          |         | 4           |         | 8        |         | 5                  |         | 2               |         | 6      |         | 16       |         | 3          |         | 2              |         | 3       |         | 1             |         | 417   |         |     |     |
|      | 3                   | 3       | 76                    | 102     | 38        | 61      | 8            | 18      |       | 3       | 14         | 0       | 6          | 12      | 12              | 1       | 4          | 0       | 6           | 0       | 4        | 0       | 0                  | 8       | 0               | 5       | 0      | 2       | 0        | 6       | 0          | 16      | 0              | 3       | 0       | 2       | 0             | 3       | 0     | 1       |     | 141 |
| 3    | 6                   |         | 179                   |         | 102       |         | 27           |         | 15    |         | 8          |         | 26         |         | 5               |         | 6          |         | 4           |         | 7        |         | 3                  |         | 2               |         | 5      |         | 15       |         | 5          |         | 2              |         | 4       |         | 2             |         | 423   |         |     |     |
|      | 2                   | 4       | 76                    | 103     | 37        | 65      | 7            | 20      |       | 4       | 11         | 1       | 7          | 13      | 13              | 1       | 4          | 0       | 6           | 0       | 4        | 1       | 6                  | 0       | 3               | 0       | 2      | 0       | 5        | 0       | 15         | 0       | 5              | 0       | 2       | 0       | 4             | 0       | 2     |         | 142 | 281 |
|      | 0                   |         | 0                     |         | 0         |         | 0            |         | 0     |         | 0          |         | 0          |         | 0               |         | 0          |         | 0           |         | 0        |         | 0                  |         | 0               |         | 0      |         | 0        |         | 0          |         | 0              |         | 0       |         | 0             |         | 0     |         | 0   |     |
| 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        | 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   |
| 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       | 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   |     |
| 6    | 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        |         | 0          |         | 0              |         | 0       |         | 0             |         | 0     |         | 0   |     |
| 7    | 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               | 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   |
| 8    | 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        |         | 0          |         | 0              |         | 0       |         | 0             |         | 0     |         | 0   |     |
| 9    | 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               | 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   |
| 10   | 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        |         | 0          |         | 0              |         | 0       |         | 0             |         | 0     |         | 0   |     |
| 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               | 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        |         |            |         |                |         |         |         |               |         |       |         |     |     |

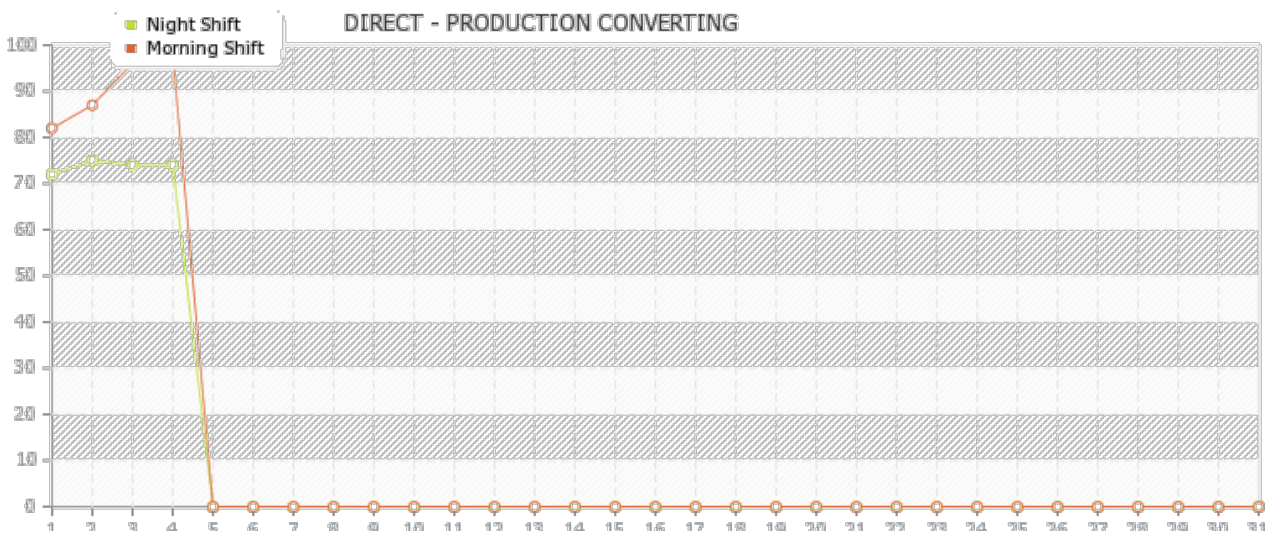
## Kooka Penang Attendance for December 2019

[illegible]

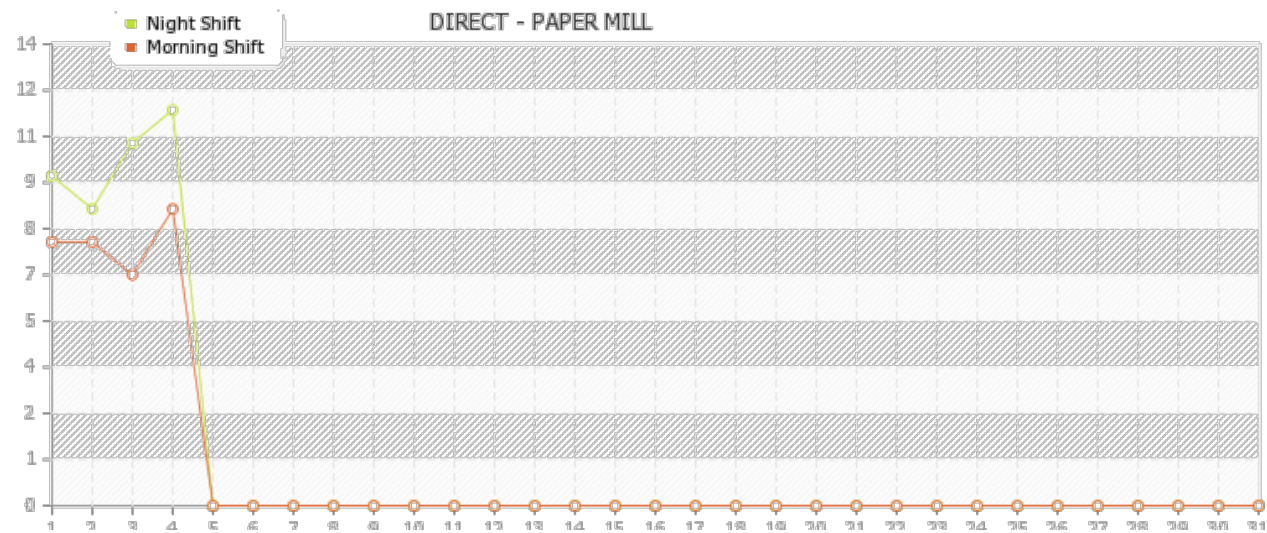
| Date | PRODUCTION<br>CONVERTING |         | SECURITY<br>DEPARTMENT |         | KOOKA<br>Penang |         | LOGISTIC |         | NB SALES |         | PPLUS |         | IT<br>DEPARTMENT |         | TOTAL |         |
|------|--------------------------|---------|------------------------|---------|-----------------|---------|----------|---------|----------|---------|-------|---------|------------------|---------|-------|---------|
|      | Night                    | Morning | Night                  | Morning | Night           | Morning | Night    | Morning | Night    | Morning | Night | Morning | Night            | Morning | Night | Morning |
| 18   | 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   | 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   | 0                        |         | 0                      |         | 0               |         | 0        |         | 0        |         | 0     |         | 0                |         | 0     |         |
|      | 0                        | 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        | 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        | 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        | 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        | 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        | 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        | 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        | 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        | 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        | 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        | 0       | 0        | 0       | 0     | 0       | 0                | 0       | 0     | 0       |
| 31   | 0                        |         | 0                      |         | 0               |         | 0        |         | 0        |         | 0     |         | 0                |         | 0     |         |
|      | 0                        | 0       | 0                      | 0       | 0               | 0       | 0        | 0       | 0        | 0       | 0     | 0       | 0                | 0       | 0     | 0       |
| Date | PRODUCTION<br>CONVERTING |         | SECURITY<br>DEPARTMENT |         | KOOKA<br>Penang |         | LOGISTIC |         | NB SALES |         | PPLUS |         | IT<br>DEPARTMENT |         | TOTAL |         |
|      | Night                    | Morning | Night                  | Morning | Night           | Morning | Night    | Morning | Night    | Morning | Night | Morning | Night            | Morning | Night | Morning |

**DIRECT (Kookapaper Subang)**

Monthly Attendance for Subang DIRECT - PRODUCTION CONVERTING

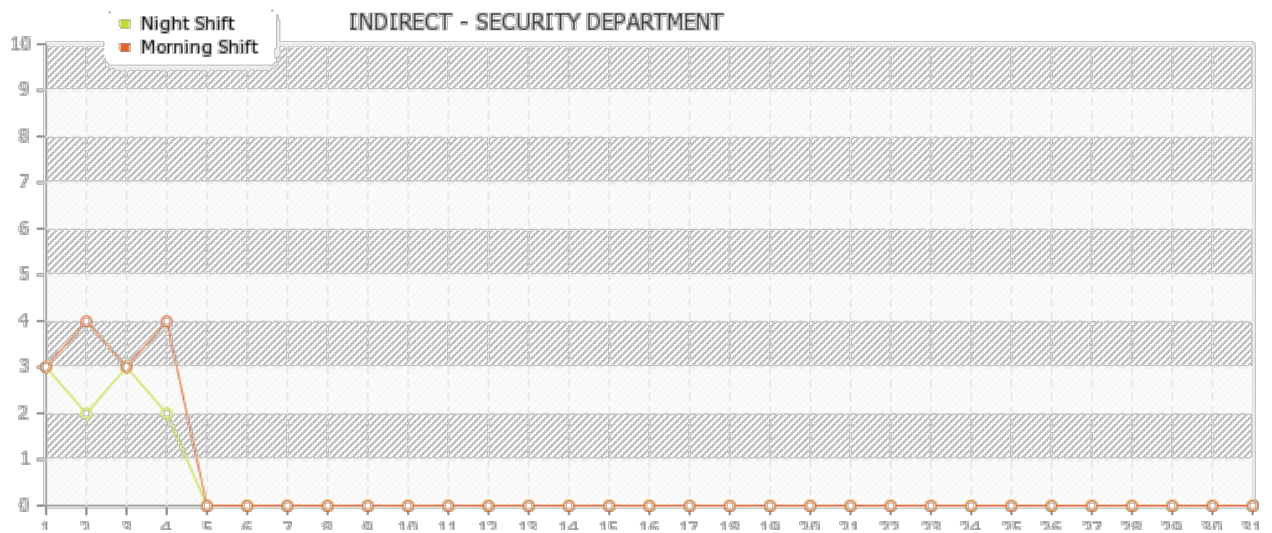


Monthly Attendance for Subang DIRECT - PAPER MILL

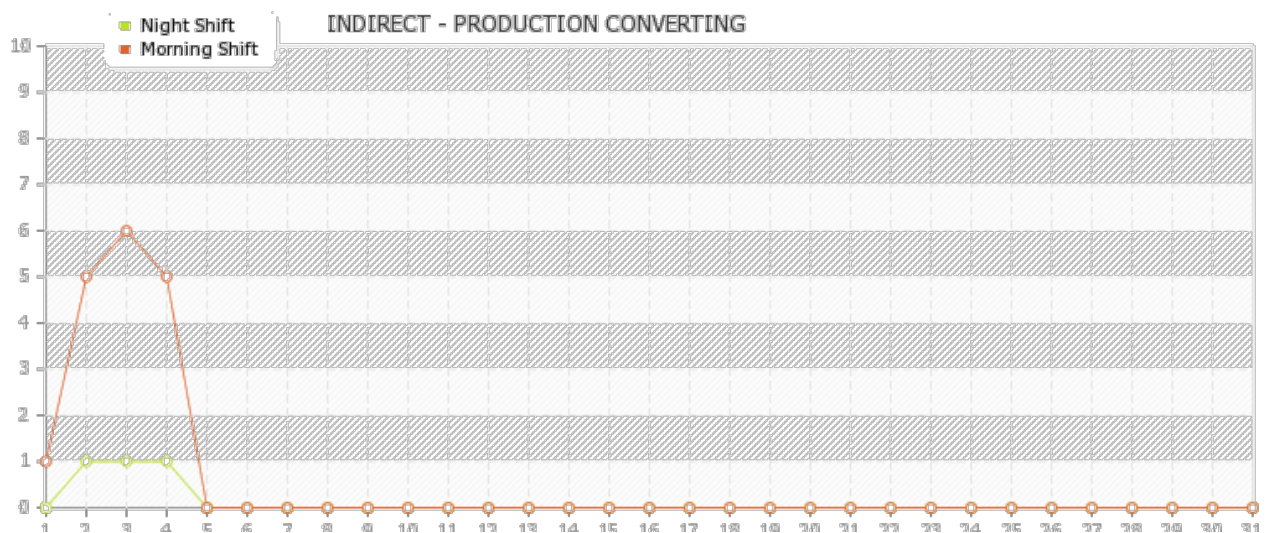


INDIRECT (Kookapaper Subang)

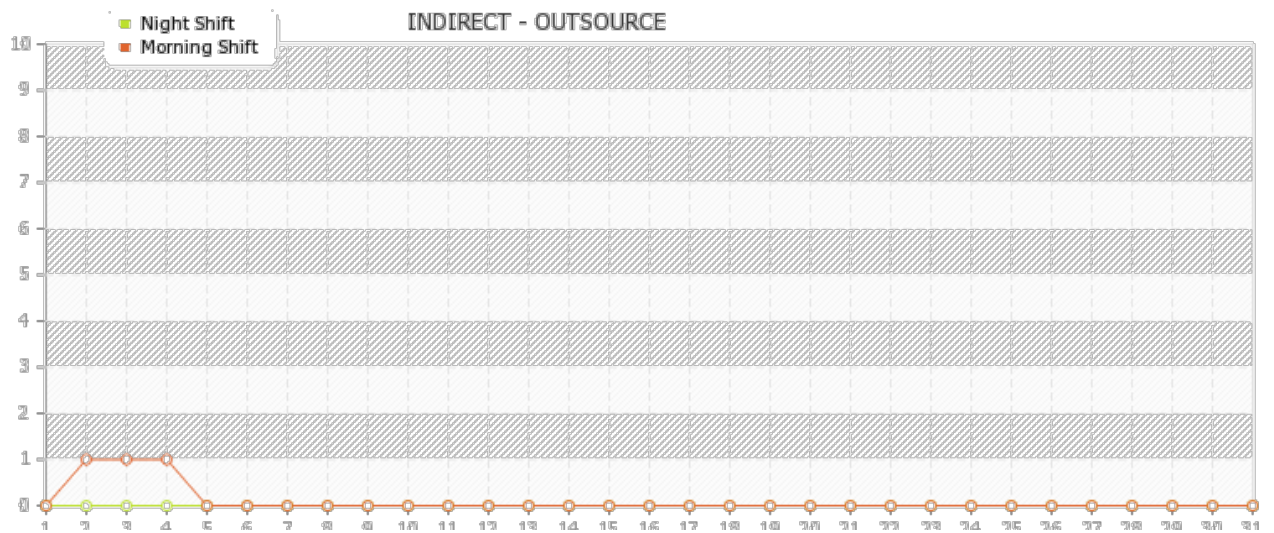
Monthly Attendance for Subang INDIRECT - SECURITY DEPARTMENT



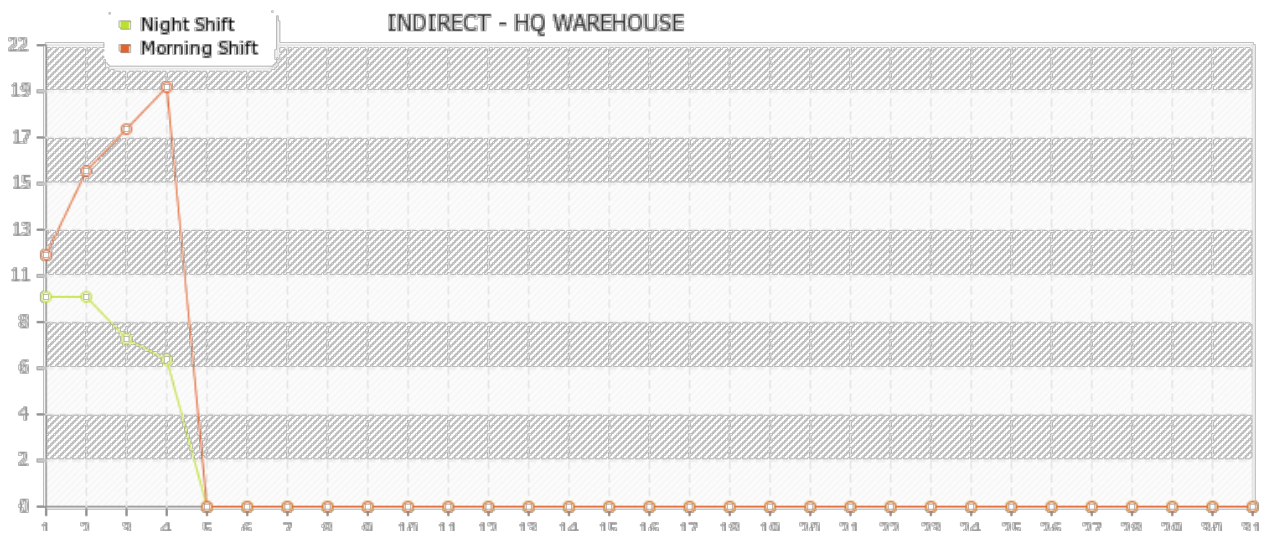
## Monthly Attendance for Subang INDIRECT - PRODUCTION CONVERTING



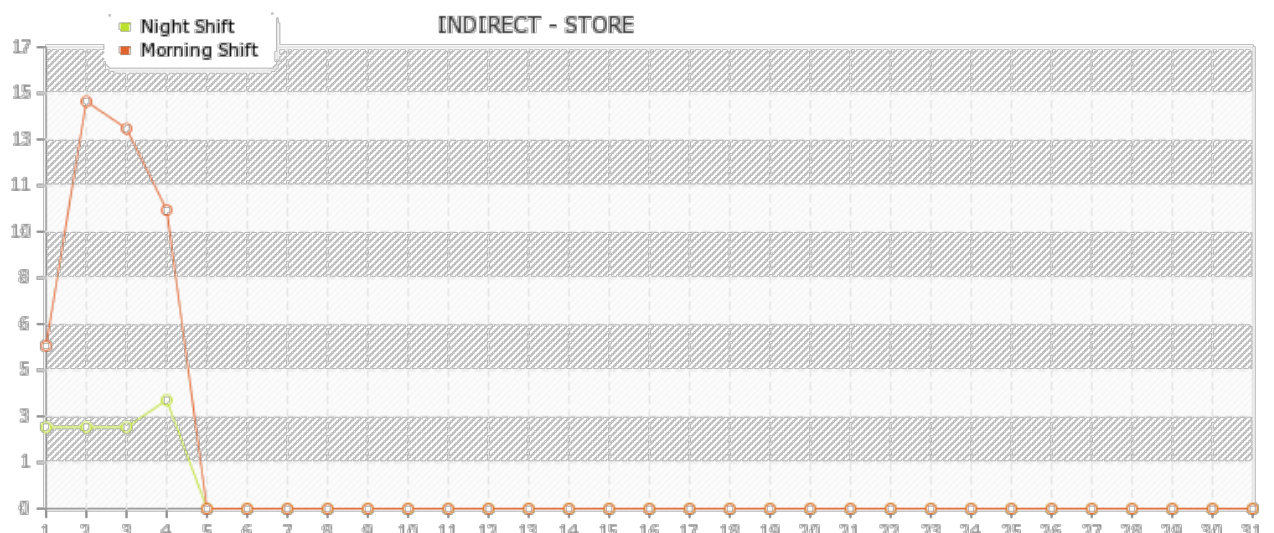
## Monthly Attendance for Subang INDIRECT - OUTSOURCE



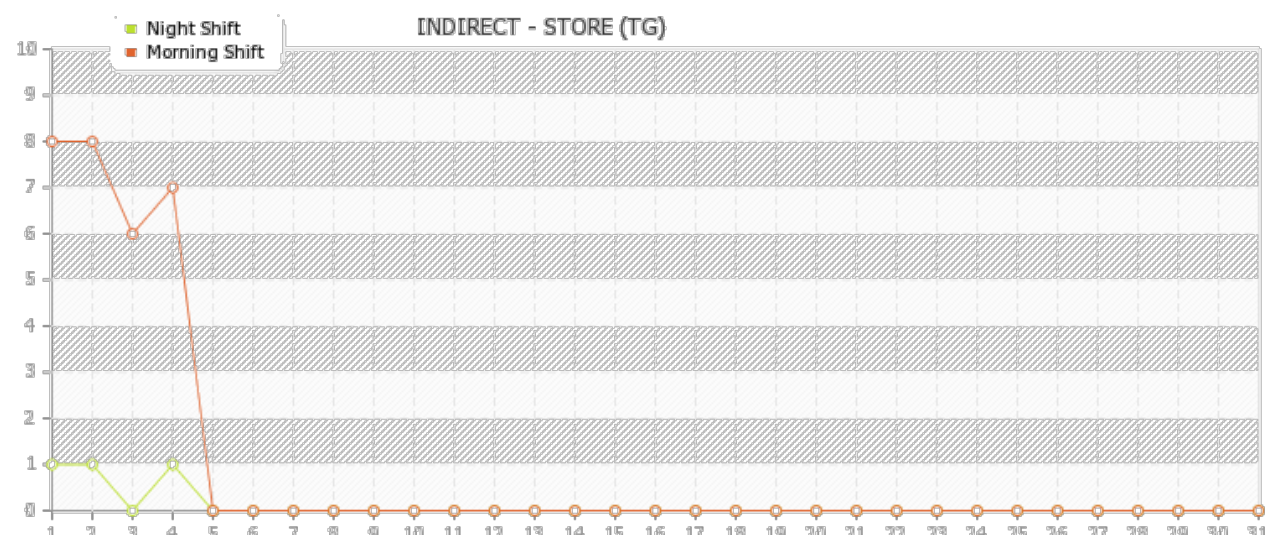
## Monthly Attendance for Subang INDIRECT - HQ WAREHOUSE



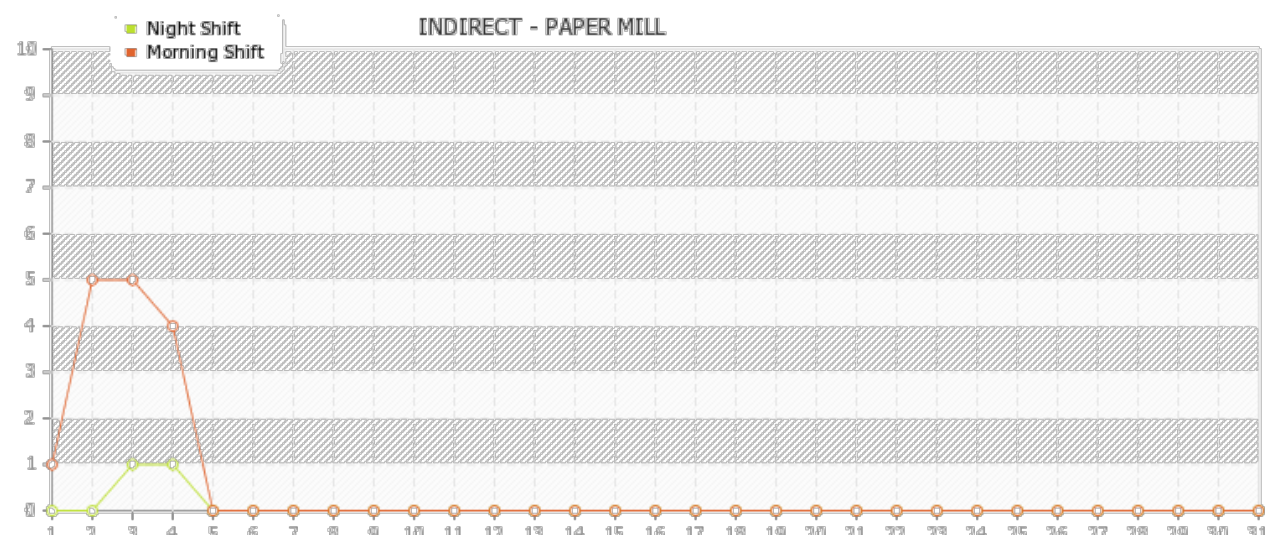
## Monthly Attendance for Subang INDIRECT - STORE



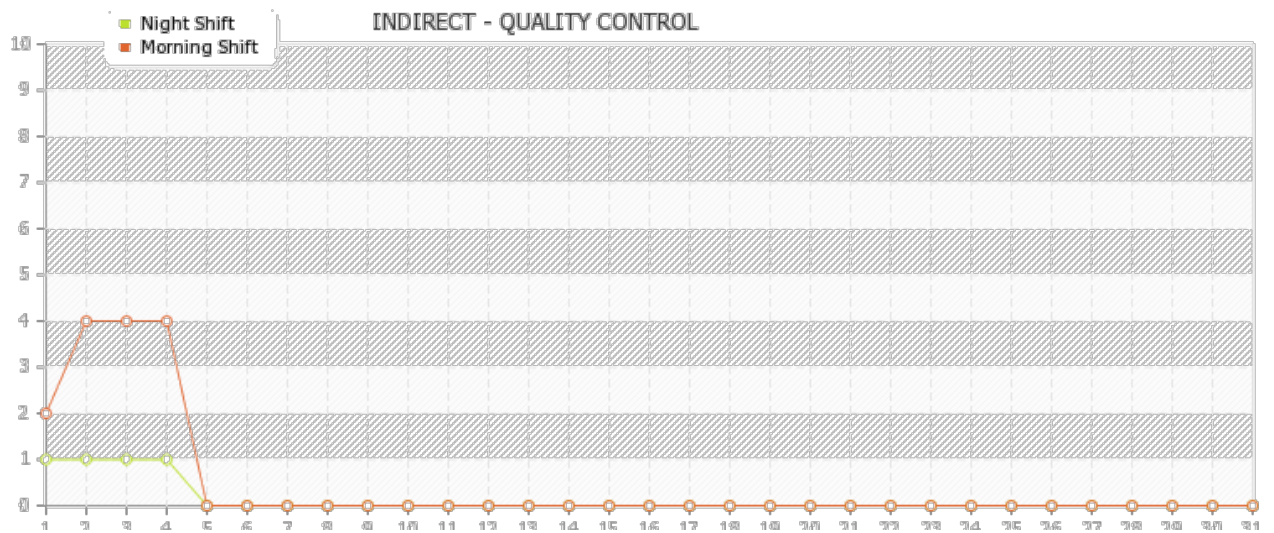
Monthly Attendance for Subang INDIRECT - STORE (TG)



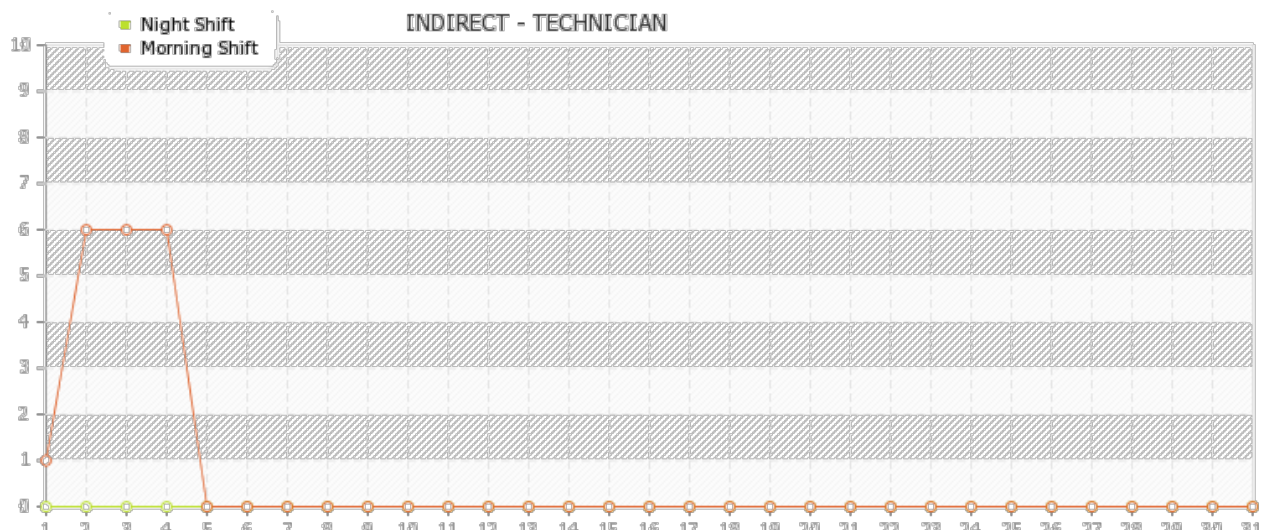
Monthly Attendance for Subang INDIRECT - PAPER MILL



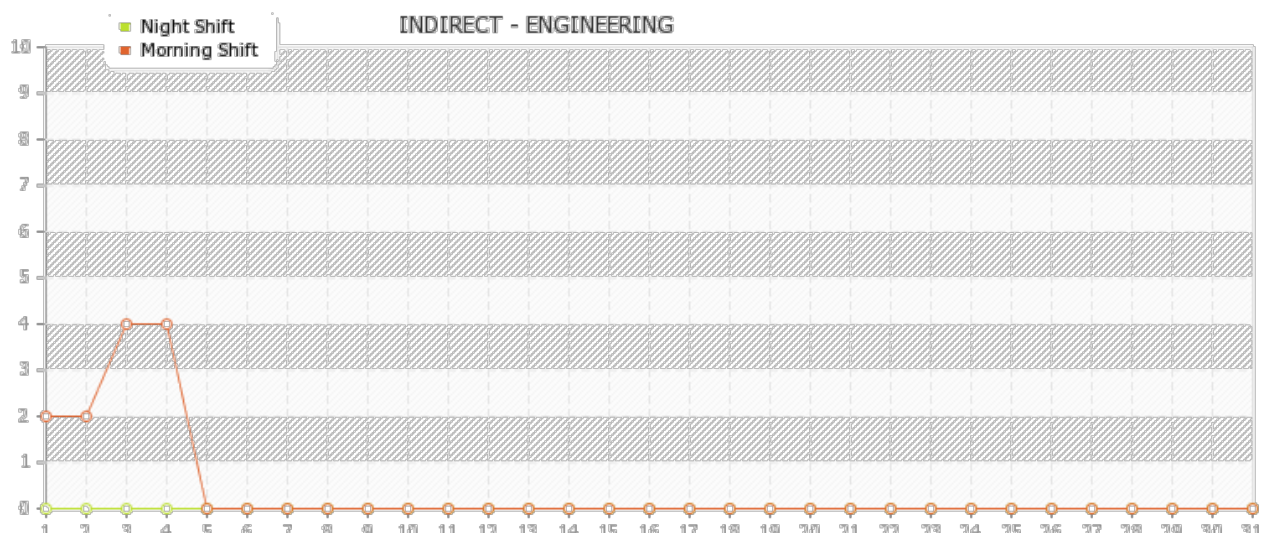
Monthly Attendance for Subang INDIRECT - QUALITY CONTROL



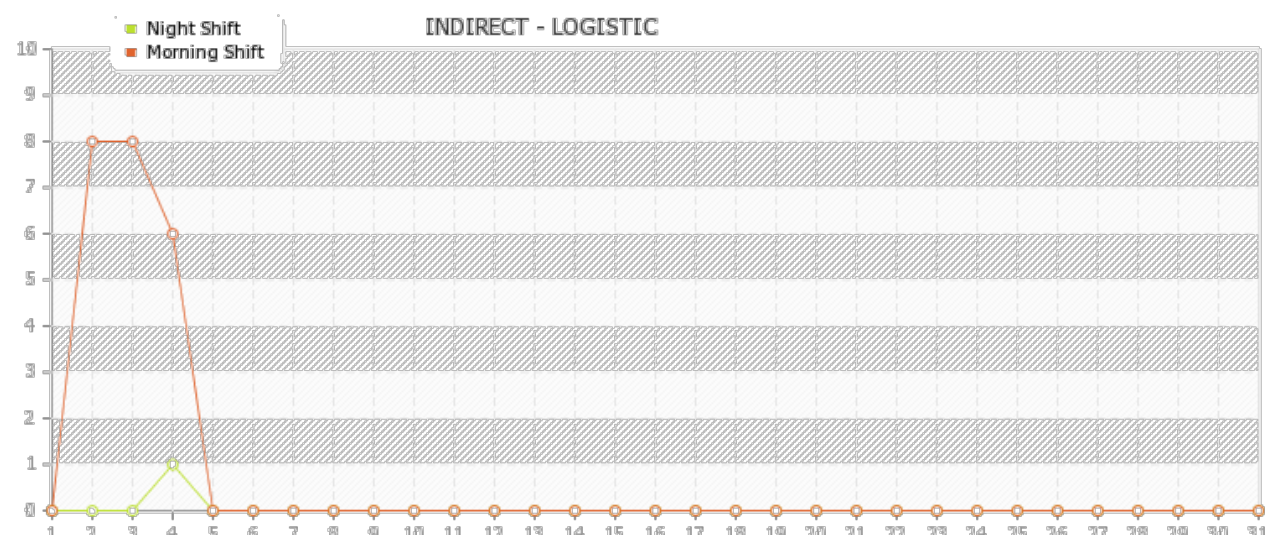
## Monthly Attendance for Subang INDIRECT - TECHNICIAN



## Monthly Attendance for Subang INDIRECT - ENGINEERING

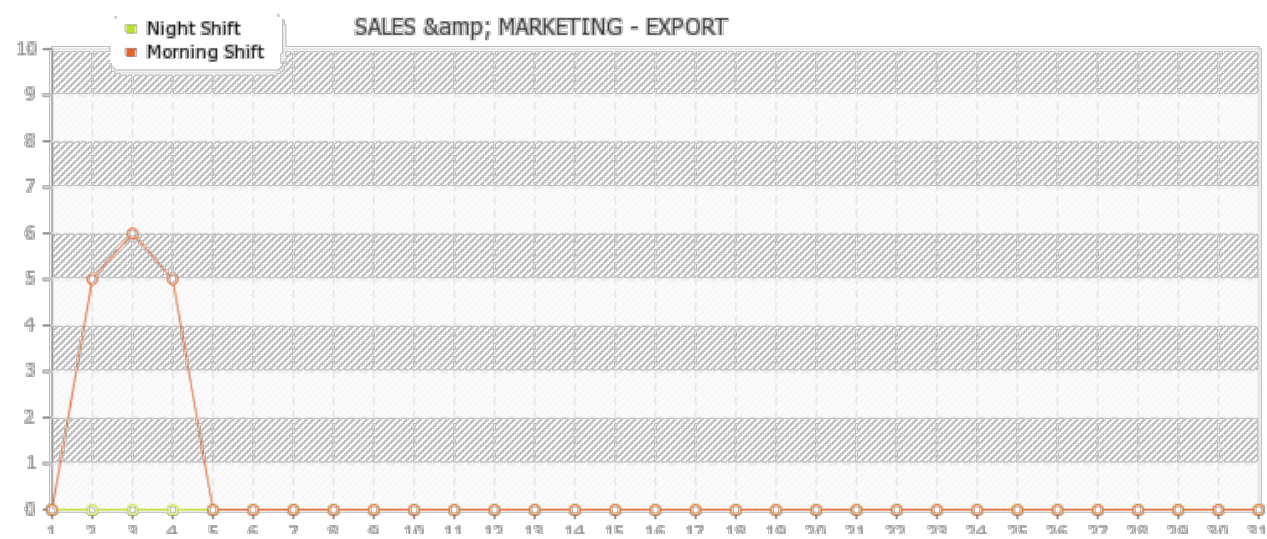


Monthly Attendance for Subang INDIRECT - LOGISTIC

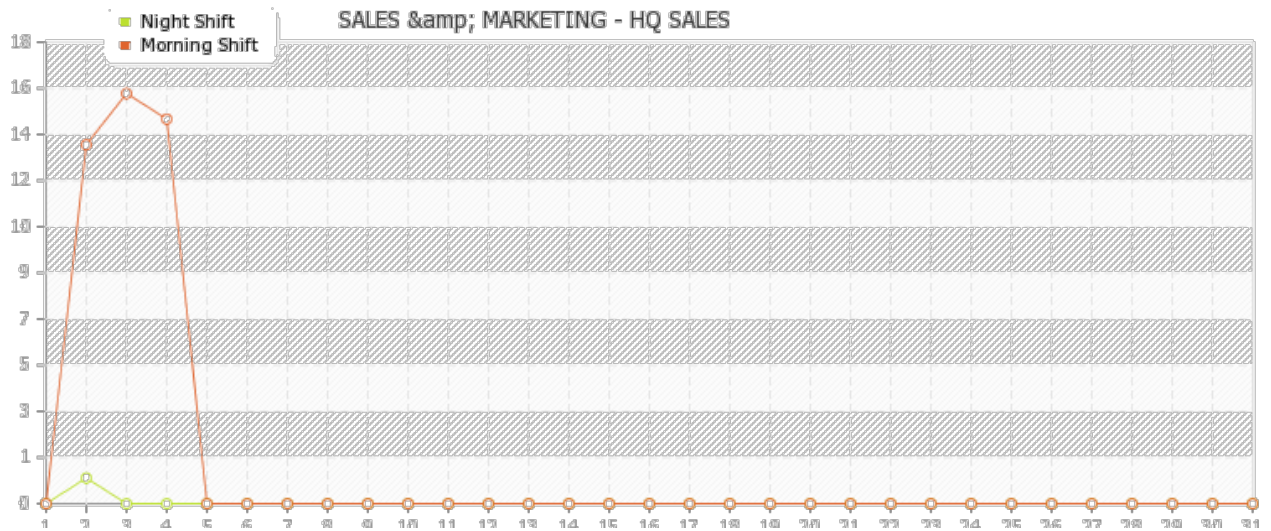


SALES & MARKETING (Kookapaper Subang)

Monthly Attendance for Subang SALES & MARKETING - EXPORT

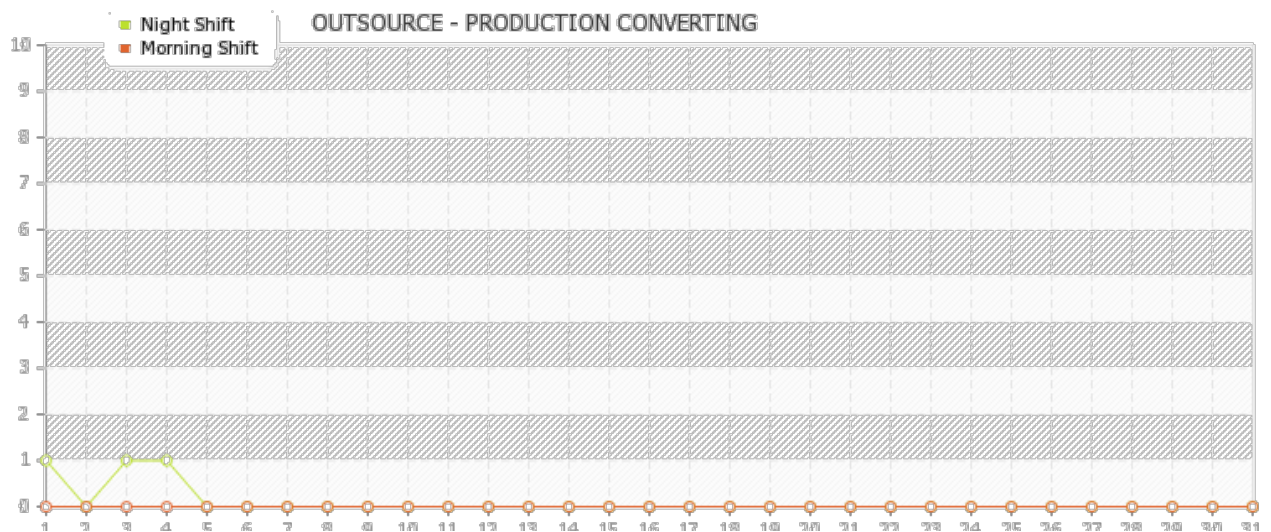


Monthly Attendance for Subang SALES & MARKETING - HQ SALES

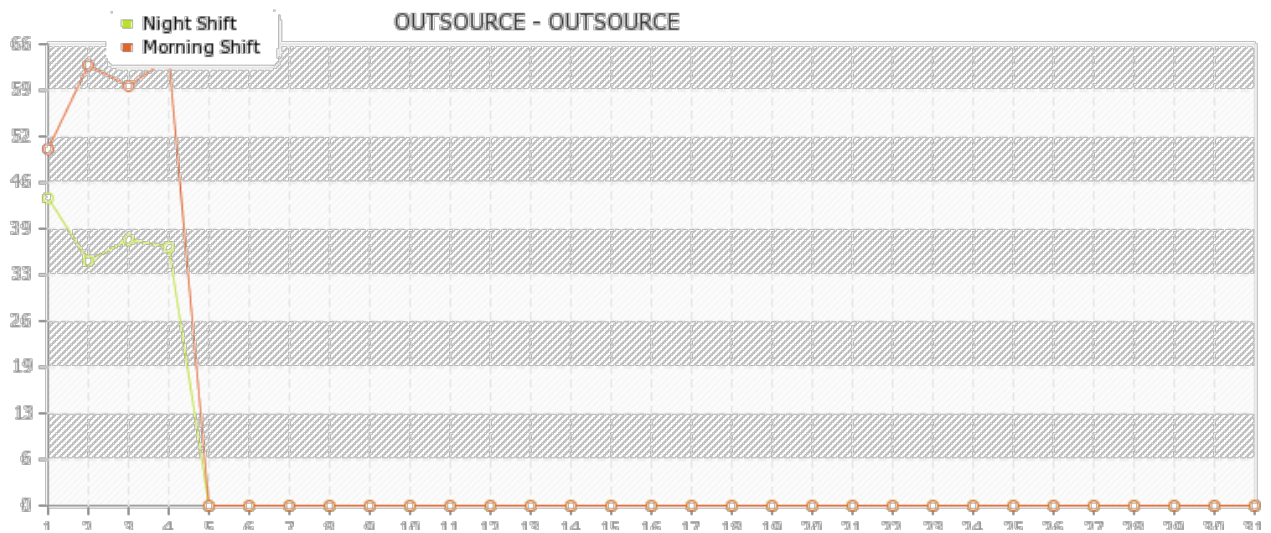


## OUTSOURCE (Kookapaper Subang)

### Monthly Attendance for Subang OUTSOURCE - PRODUCTION CONVERTING

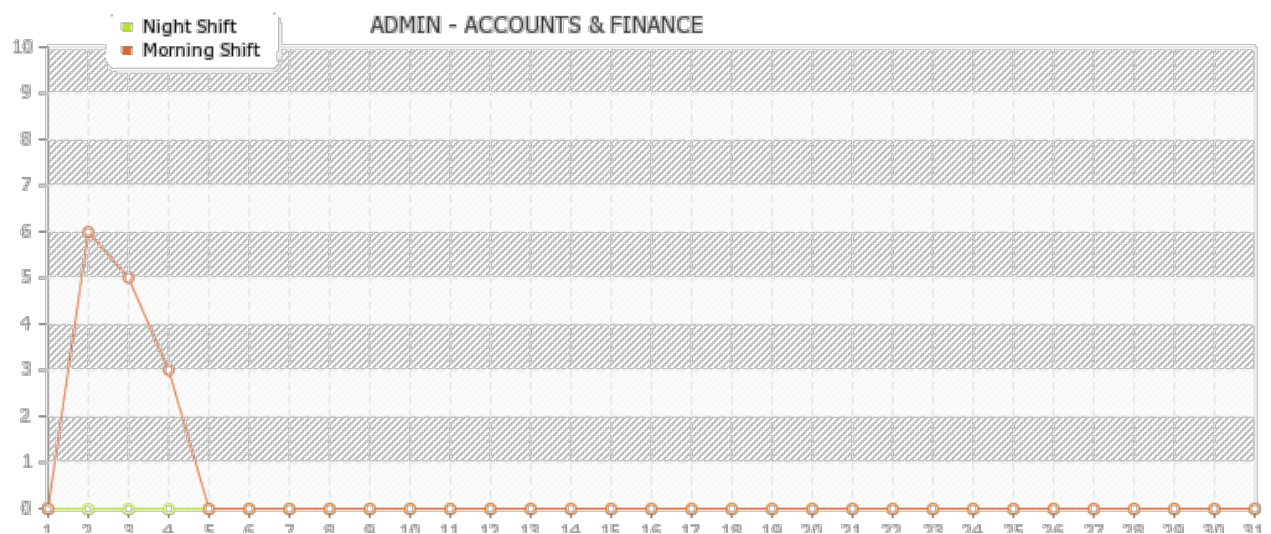


### Monthly Attendance for Subang OUTSOURCE - OUTSOURCE

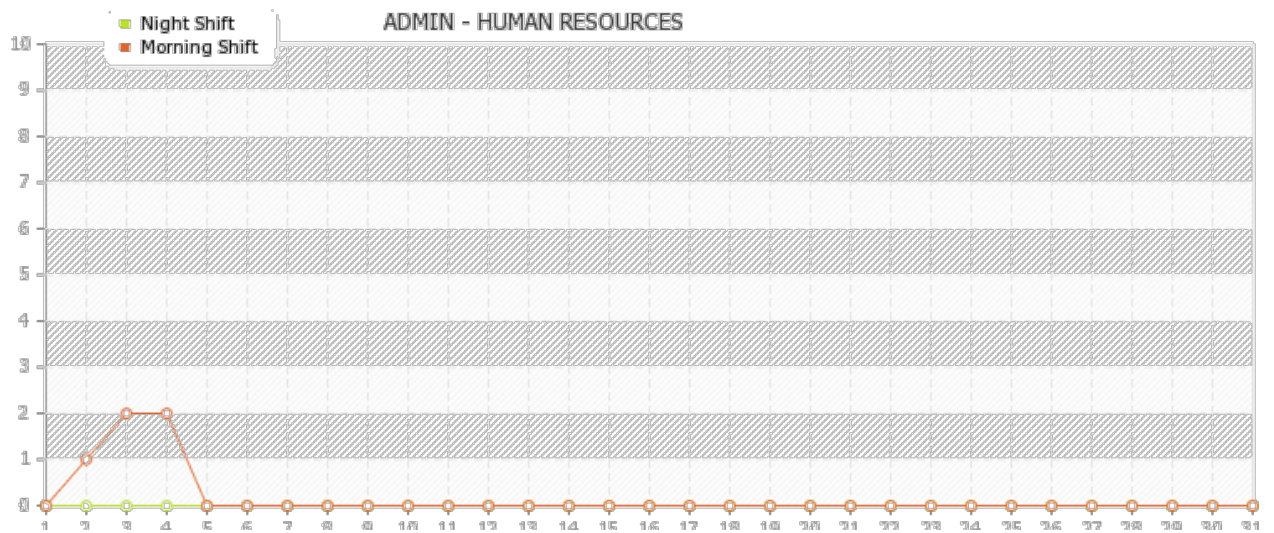


## ADMIN (Kookapaper Subang)

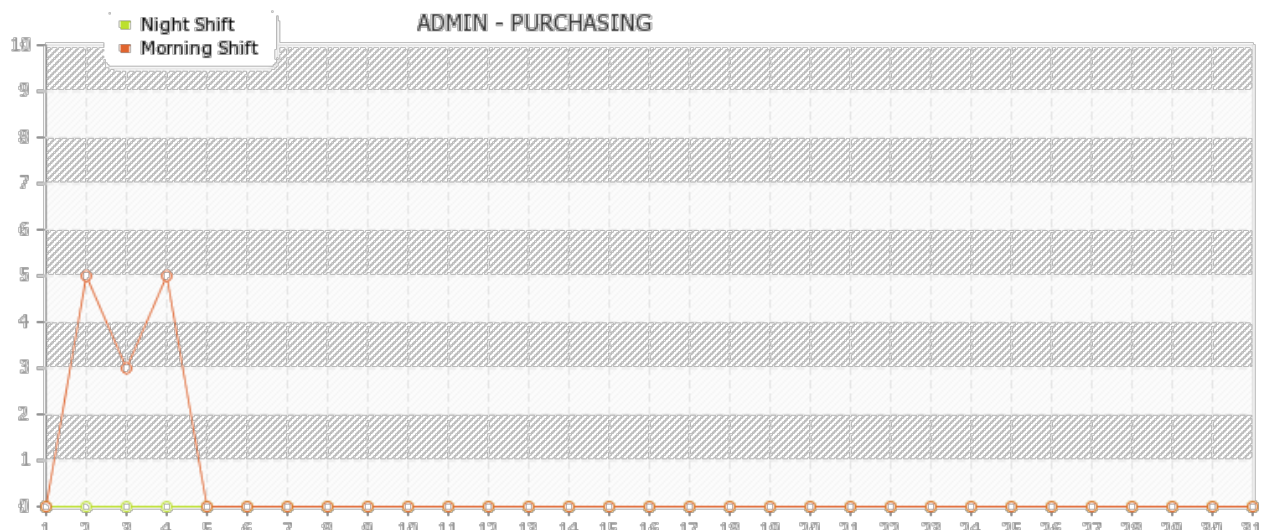
### Monthly Attendance for Subang ADMIN - ACCOUNTS & FINANCE



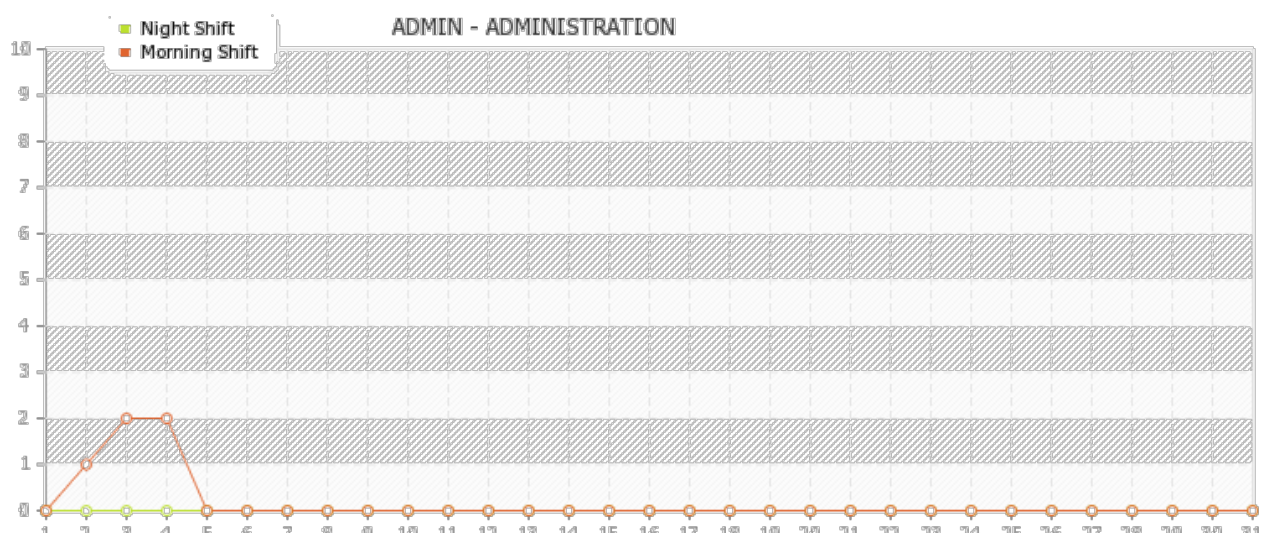
### Monthly Attendance for Subang ADMIN - HUMAN RESOURCES



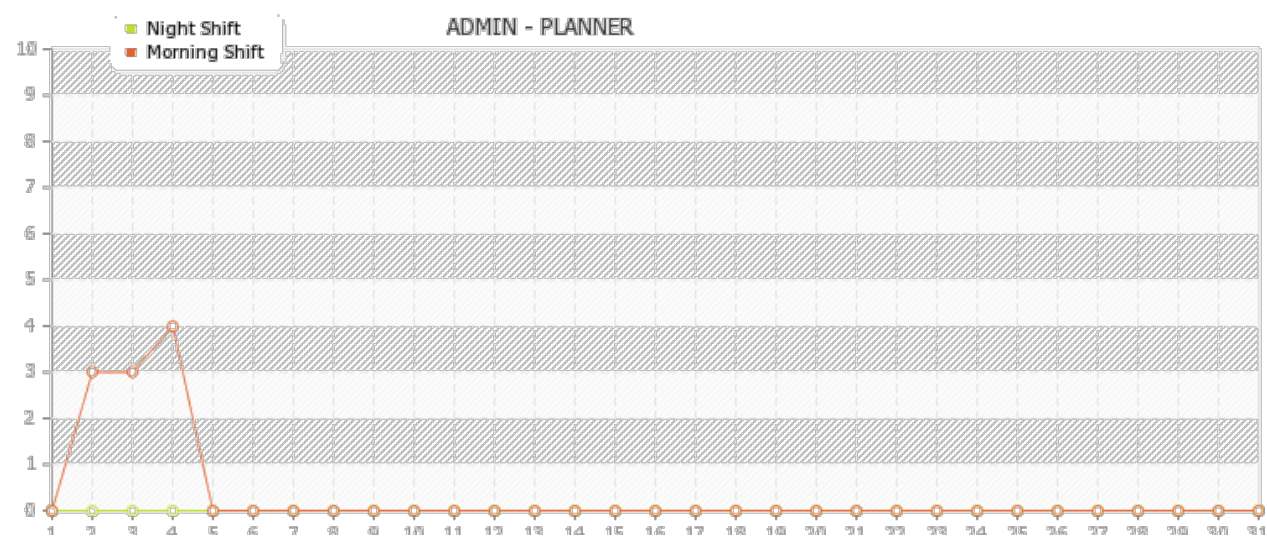
## Monthly Attendance for Subang ADMIN - PURCHASING



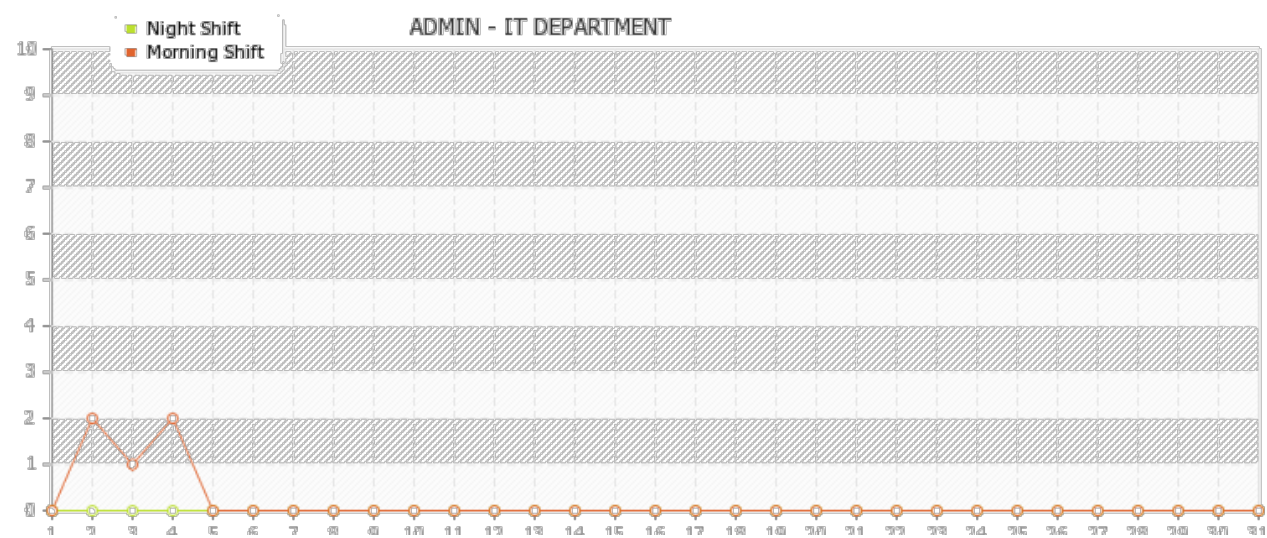
## Monthly Attendance for Subang ADMIN - ADMINISTRATION



Monthly Attendance for Subang ADMIN - PLANNER

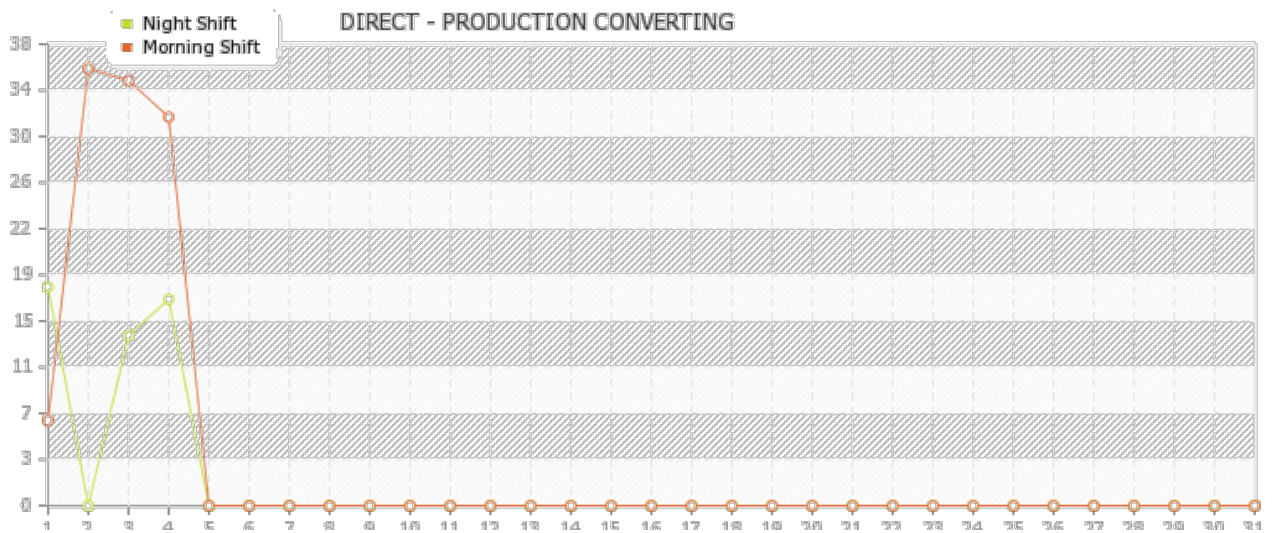


Monthly Attendance for Subang ADMIN - IT DEPARTMENT

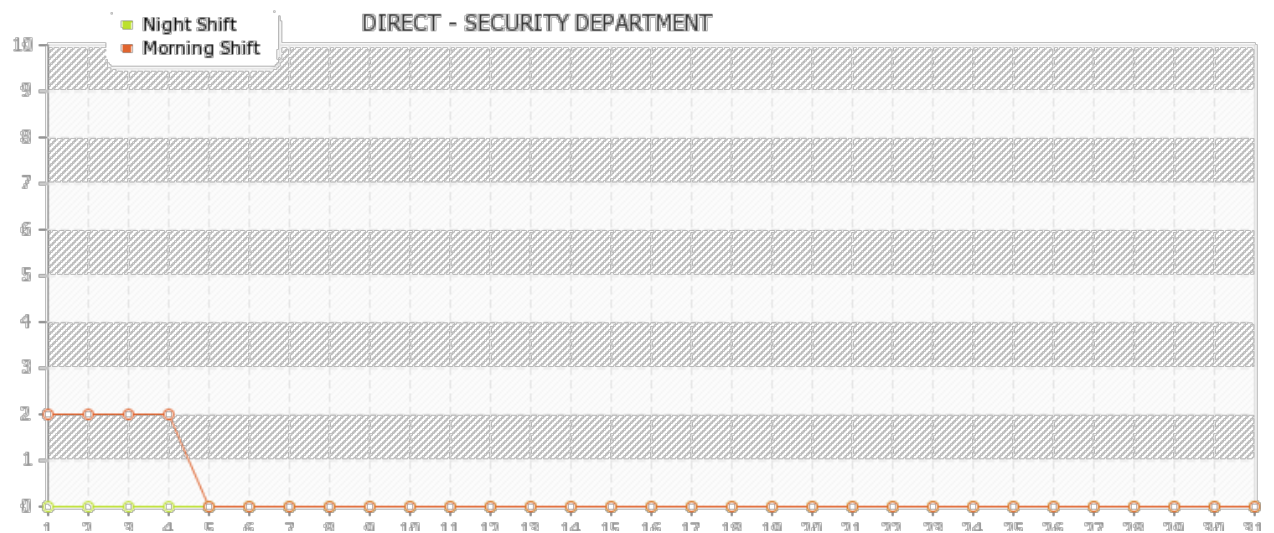


DIRECT (Kookapaper Penang)

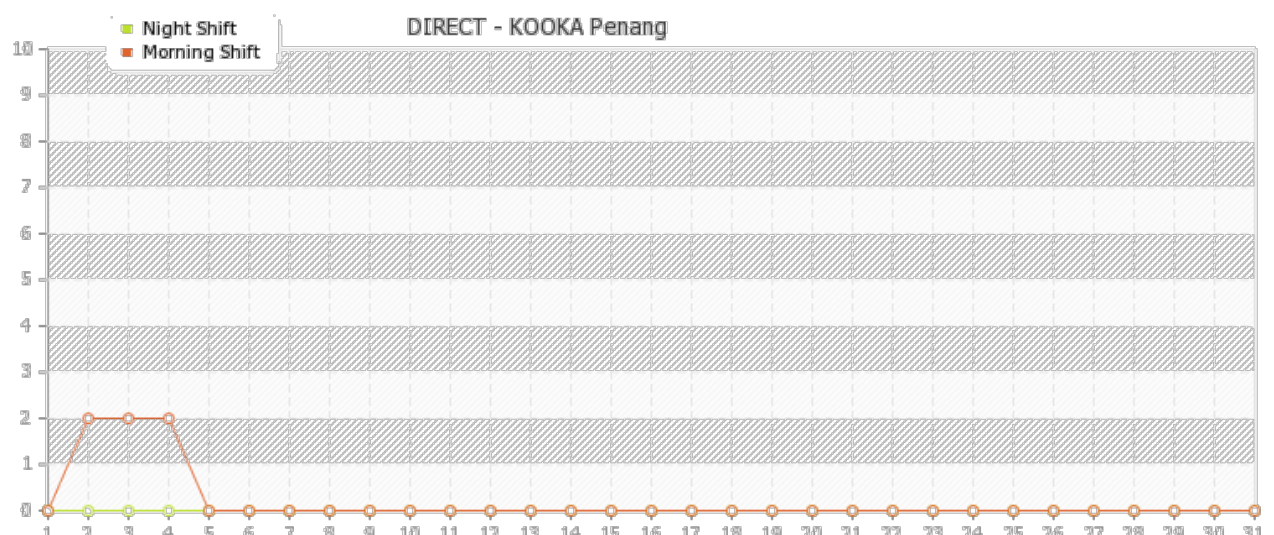
Monthly Attendance for Penang DIRECT - PRODUCTION CONVERTING



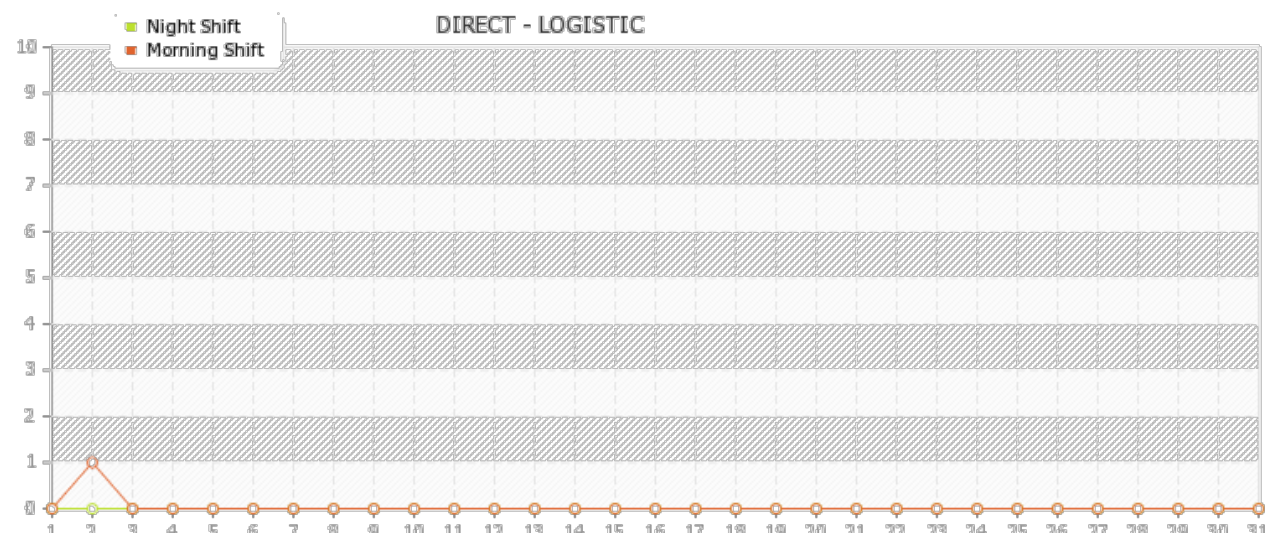
## Monthly Attendance for Penang DIRECT - SECURITY DEPARTMENT



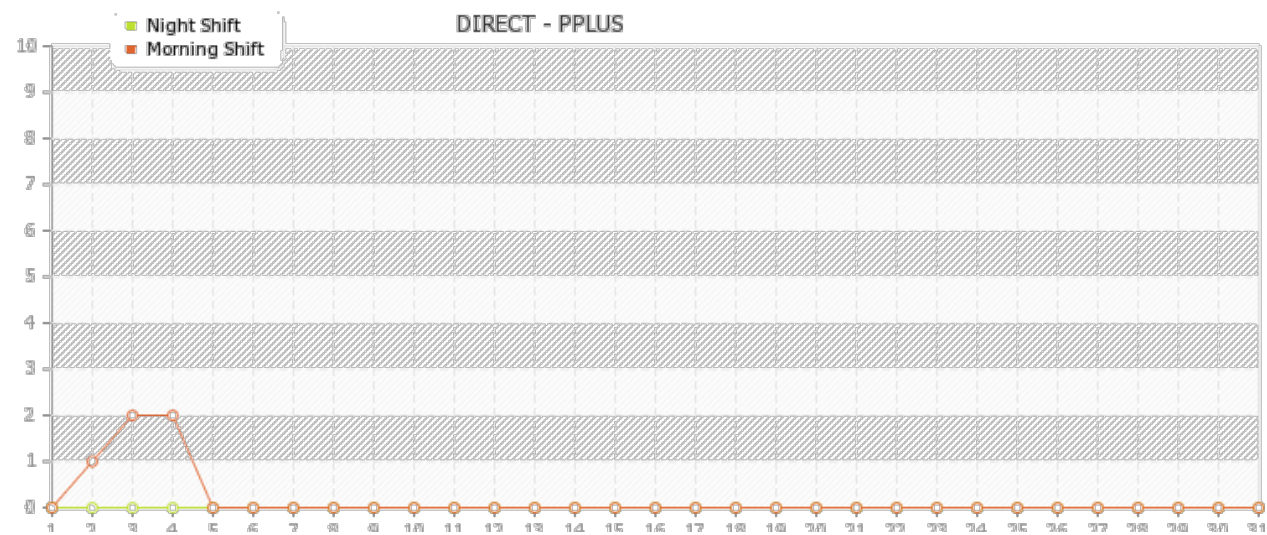
## Monthly Attendance for Penang DIRECT - KOOKA Penang



Monthly Attendance for Penang DIRECT - LOGISTIC

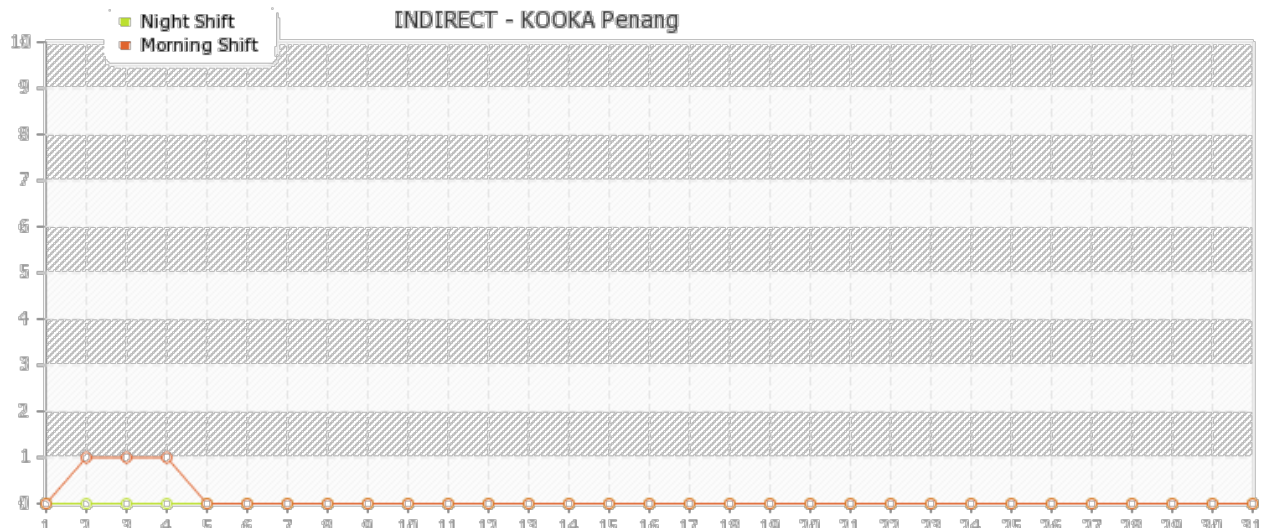


Monthly Attendance for Penang DIRECT - PPLUS

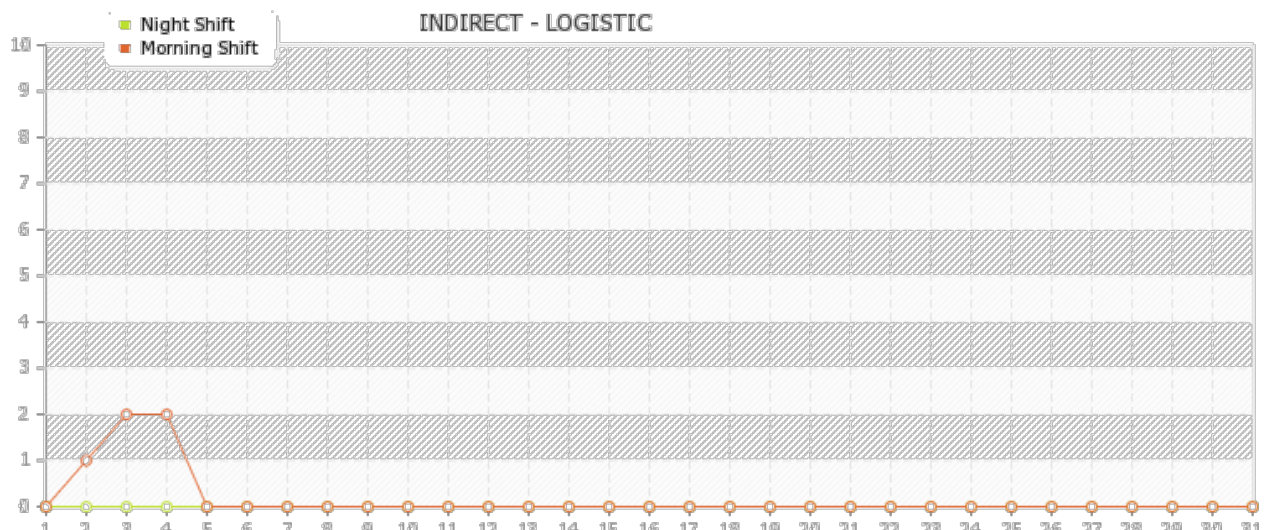


INDIRECT (Kookapaper Penang)

Monthly Attendance for Penang INDIRECT - KOOKA Penang

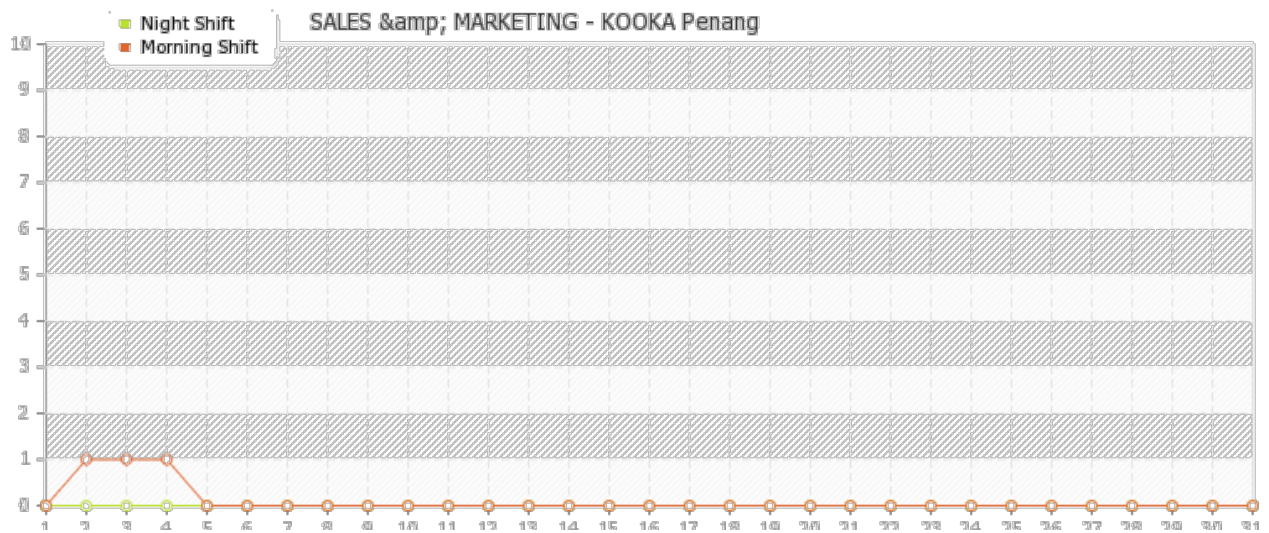


## Monthly Attendance for Penang INDIRECT - LOGISTIC

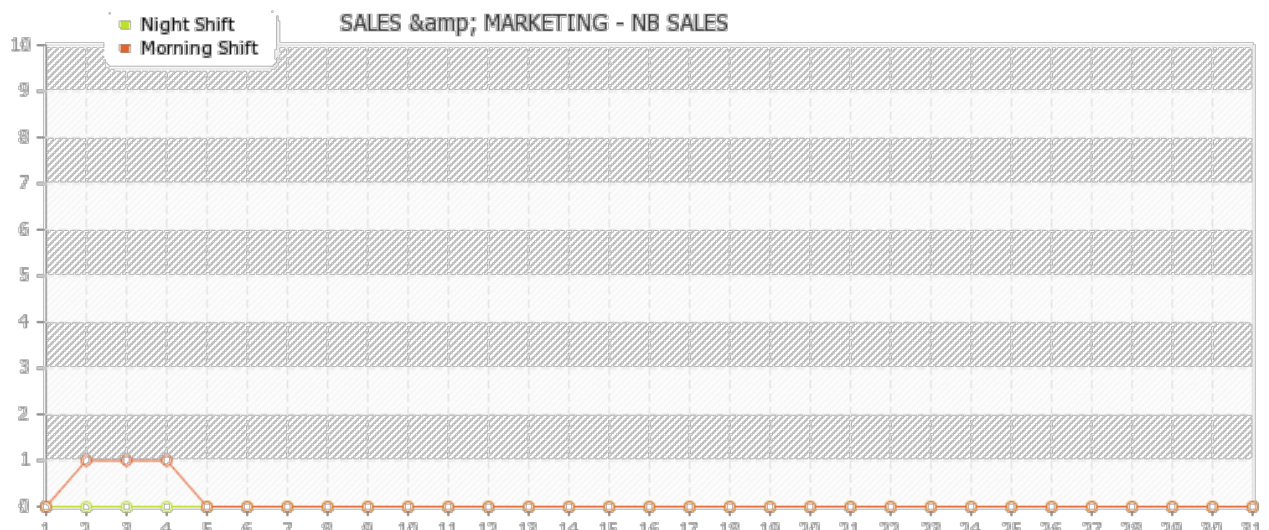


## SALES & MARKETING (Kookapaper Penang)

### Monthly Attendance for Penang SALES & MARKETING - KOOKA Penang



## Monthly Attendance for Penang SALES & MARKETING - NB SALES



## OUTSOURCE (Kookapaper Penang)

## ADMIN (Kookapaper Penang)

### Monthly Attendance for Penang ADMIN - IT DEPARTMENT

