I. Monthly Reports

1. Time & Attendance Report
2. Late Timings
3. Late Hours
4. Overtime Reports
5. Absent Report
6. Time Sheet- Normal Logs
7. Time Sheet- Break Logs
8. Break Late Report
9. Location Access Report
10. Member Attendance Report
11. Time & Attendance (Contract Policy)-Summary
12. Time & Attendance (Fixed/Flexible Policy)-Summary
13. Service Report
14. Leave Detail
15. Leave Register
16. Muster Roll
17. Employee Attendance(Device & Manual Entries)
18. Early Departure
19. Performance Register
20. Muster Roll Form II
II. Periodic Report

22. Time & Attendance Report
23. Employee Attendance (Device & Manual Entries)
24. Daily Performance
25. Absent Report
26. Time Sheet – Normal Log
27. Time Sheet – Break Log
28. Contract Wages Report
29. Time & Attendance (Contract Policy) - Summary
30. Time & Attendance (Fixed/Flexible Policy) - Summary
31. Audit Report
32. Gate Security Log
33. Employee Roaster Schedule
34. Service Report

III. Daily Reports

35. Late Arrival Report
36. Late Arrival Memo
37. Absenteeism Report
38. Absenteeism Memo
39. Attendance Report
40. Department Summary Report
41. Shift Wise Presence Report
42. Machine Raw Punch Data Report
43. Manual Punch Audit Data Report
44. Daily Performance Report
45. Early Departure Report
46. Early Arrival
47. Overtime Register
48. Out Work Report
49. Attendance Performance
50. Time Loss
51. Employee Not Present

IV. Member Reports

52. Profile Report
53. Leave Report
54. Attendance Register
55. Address Label
56. Gate Access Report
57. Employee Roster Detail
58. Pin Number Report
59. Birth Date Information
60. Join Date Information
61. Anniversary Date Information
62. Retired Date Information
63. Employee Head Count