UNION BANK OF INDIA

OVERTIME SHEET

N I		าber		4 /
NA	/ON	har	' /11	16
1101		1041		

NAME	DESISGNATION
BRANCH	DEPARTMENT

Date	1	vertin Hours		Reasons for Overtime	Officer's Initials
	Α	В	С		
1					
2					
3					
4					
5					
6					
7	ļ				
8				· · · · · · · · · · · · · · · · · · ·	
9					
10					
11	=				
12					-
13					
14					
15					
16					
17					
18					
19					
20					

	Overtime Hours			Reasons for Overtime	Officer's Initials	
	A B C		С			
21						
22						
23						
24						
25						
26						
27						
28						
29						
30			1			
TOTAL						

'A'	First Half hour
'B'	Next One hour
'C'	Beyond One & half hour
	and on Sundays & Holidays

OTAL S	ALA	Y KS								
Total	of	Column	'A'	Hrs.	@	100%	Rs			
Total	of	Column	'B'	Hrs.	@	170%	Rs			
Total	of	Column	۲C'	Hrs.	@	200%	Rs			
Total Rs										
Overtime Allowance due Rs										
Overenie Accordance due Not										
Branch Manager / Accountant										

FOR SUBORDINATE STAFFS

UNION BANK OF INDIA

OVERTIME SHEET

November 2016

NAME	DESISGNATION
BRANCH	DEPARTMENT

Date		Overtime Hours		Reasons for Overtime	Officer's Initials
	Α	В	С		
1		-			
2		-			
3		-			
4		-			
5		-			
6		-			
7		-	<u> </u>		
8		-			
9		-			
10					
11		-			
12		-			
13		-			
14	<u> </u>	-			
15		-			
16		-			
17		-			
18		-			
19		•			
20		-		-	

Date	Overtime Hours			Reasons for Overtime	Officer's Initials		
	Α	В	C				
21		-					
22							
23		-					
24		-					
25		-					
26		-					
27		-					
28		-					
29		-					
30		-					
TOTAL		-					

'A'	First One hour
'B'	
'C'	Beyond One hour and on Sundays & Holidays

TOTAL S	ALA'	Y Rs							
Total	of	Column	'A'	Hrs.	@	150%	Rs		
Total	of	Column	٬C٬	Hrs.	@	200%	Rs		
	Total Rs								
Overtime Allowance due Rs									
Prench Manager / Association									
Branch Manager / Accountant									