

| Date | HQ Warehouse |         | Security Department |         | Paper Mill |         | Outsource |         | Production Converting |         | Quality Control |         | Planner |         | Logistic |         | Export |         | Administration |         | Accounts & Finance |         | IT Department |         | HQ Sales |         | Technician |         | Engineering |         | Store (TG) |         | Facility Department |         | Purchasing |         | Store |         | Production Converting (TG) |         | 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    | 12           | 6       |                     |         | 21         |         | 69        |         | 185                   | 4       |                 | 4       |         | 10      |          | 4       |        | 3       |                | 6       |                    | 3       |               | 11      |          | 3       |            | 4       |             | 7       |            | 3       |                     | 2       |            | 13      |       | 1       |                            | 371     |       |     |
|      | 3            | 9       | 3                   | 3       | 9          | 12      | 26        | 43      | 91                    | 94      | 1               | 3       | 1       | 3       | 1        | 9       | 0      | 4       | 0              | 3       | 0                  | 6       | 0             | 3       | 1        | 10      | 0          | 3       | 0           | 4       | 0          | 7       | 0                   | 3       | 0          | 2       | 2     | 11      | 0                          | 1       | 138   | 233 |
|      | 15           | 6       |                     |         | 20         |         | 70        |         | 174                   |         | 4               |         | 4       |         | 9        |         | 4      |         | 3              |         | 5                  |         | 3             |         | 8        |         | 4          |         | 5           |         | 6          |         | 3                   |         | 2          |         | 12    |         | 1                          |         | 358   |     |
| 2    | 3            | 12      | 3                   | 3       | 8          | 12      | 29        | 41      | 80                    | 94      | 1               | 3       | 1       | 3       | 0        | 9       | 0      | 4       | 0              | 3       | 0                  | 5       | 0             | 3       | 0        | 8       | 0          | 4       | 0           | 5       | 0          | 6       | 0                   | 3       | 0          | 2       | 2     | 10      | 0                          | 1       | 127   | 231 |
|      | 14           | 5       |                     |         | 21         |         | 60        |         | 166                   |         | 3               |         | 0       |         | 6        |         | 2      |         | 0              |         | 0                  |         | 0             |         | 0        |         | 3          |         | 0           |         | 6          |         | 2                   |         | 0          |         | 11    |         | 0                          |         | 299   |     |
|      | 2            | 12      | 2                   | 3       | 9          | 12      | 21        | 39      | 78                    | 88      | 2               | 1       | 0       | 0       | 0        | 6       | 0      | 2       | 0              | 0       | 0                  | 0       | 0             | 0       | 0        | 0       | 3          | 0       | 0           | 0       | 6          | 0       | 2                   | 0       | 0          | 2       | 9     | 0       | 0                          | 116     | 183   |     |
| 4    | 11           | 4       |                     |         | 16         |         | 60        |         | 170                   |         | 3               |         | 1       |         | 0        |         | 0      |         | 0              |         | 0                  |         | 0             |         | 0        |         | 3          |         | 1           |         | 2          |         | 0                   |         | 6          |         | 0     |         | 277                        |         |       |     |
|      | 1            | 10      | 1                   | 3       | 9          | 7       | 30        | 30      | 80                    | 90      | 2               | 1       | 1       | 0       | 0        | 0       | 0      | 0       | 0              | 0       | 0                  | 0       | 0             | 0       | 0        | 0       | 0          | 3       | 1           | 0       | 0          | 2       | 0                   | 0       | 0          | 6       | 0     | 0       | 125                        | 152     |       |     |
|      | 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                  | 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     |     |
| 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     |     |
| 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     |     |
| 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           |         | 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        |         |            |         |             |         |            |         |                     |         |            |         |       |         |                            |         |       |     |

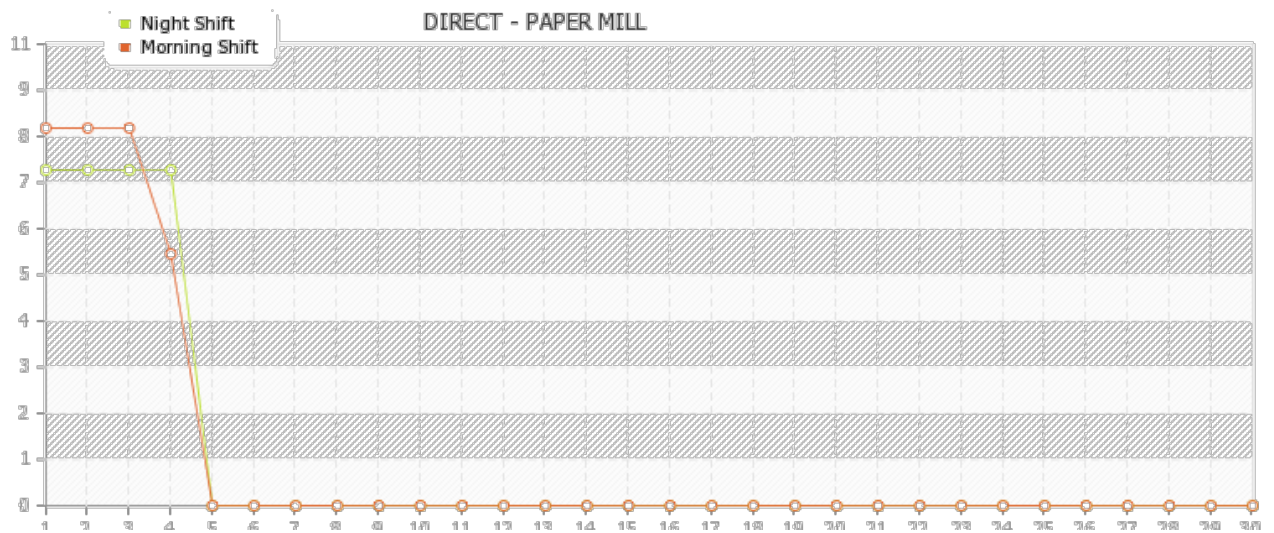
## Kooka Penang Attendance for November 2018

[illegible]

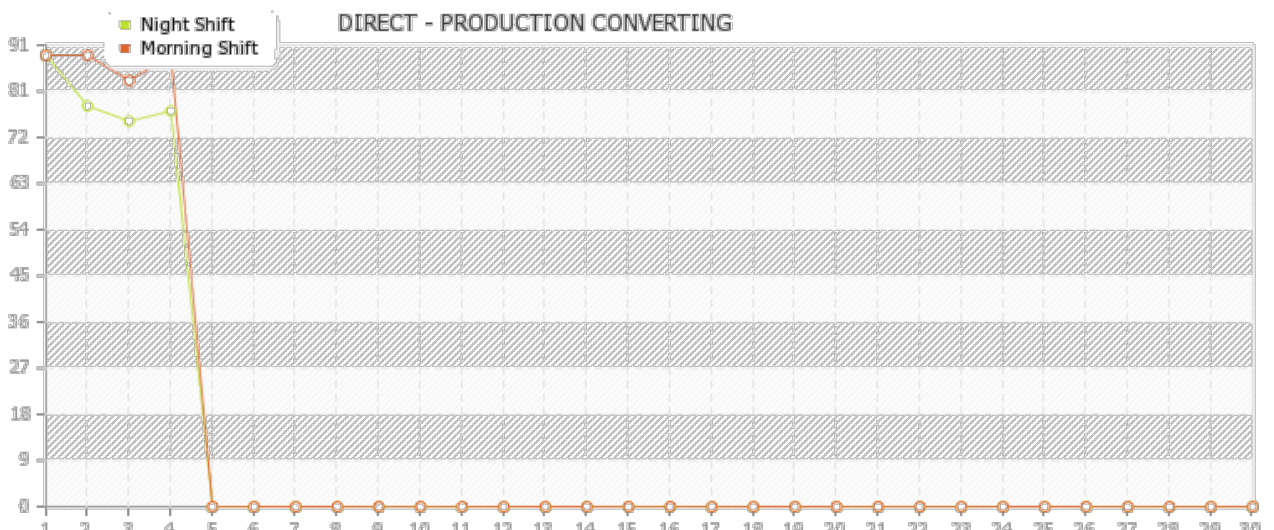
| Date | PRODUCTION<br>CONVERTING |         | SECURITY<br>DEPARTMENT |         | KOOKA<br>Penang |         | SOFTNAPS |         | NB SALES |         | LOGISTIC |         | IT<br>DEPARTMENT |         | TOTAL |         |
|------|--------------------------|---------|------------------------|---------|-----------------|---------|----------|---------|----------|---------|----------|---------|------------------|---------|-------|---------|
|      | 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       |
| Date | PRODUCTION<br>CONVERTING |         | SECURITY<br>DEPARTMENT |         | KOOKA<br>Penang |         | SOFTNAPS |         | NB SALES |         | LOGISTIC |         | IT<br>DEPARTMENT |         | TOTAL |         |
|      | Night                    | Morning | Night                  | Morning | Night           | Morning | Night    | Morning | Night    | Morning | Night    | Morning | Night            | Morning | Night | Morning |

## DIRECT (Kookapaper Subang)

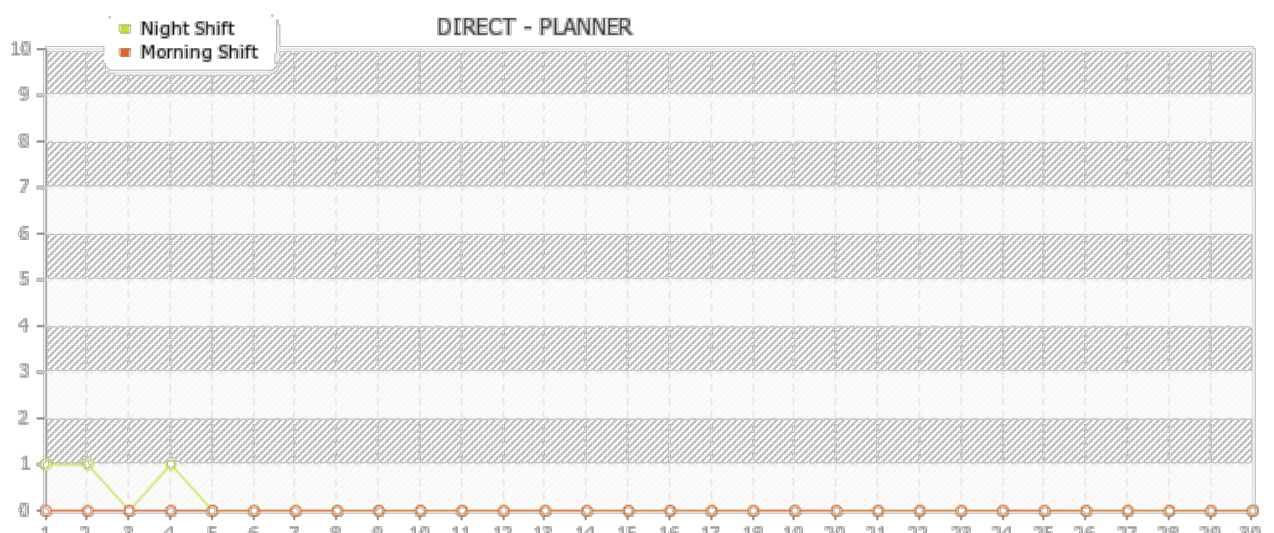
### Monthly Attendance for Subang DIRECT - PAPER MILL



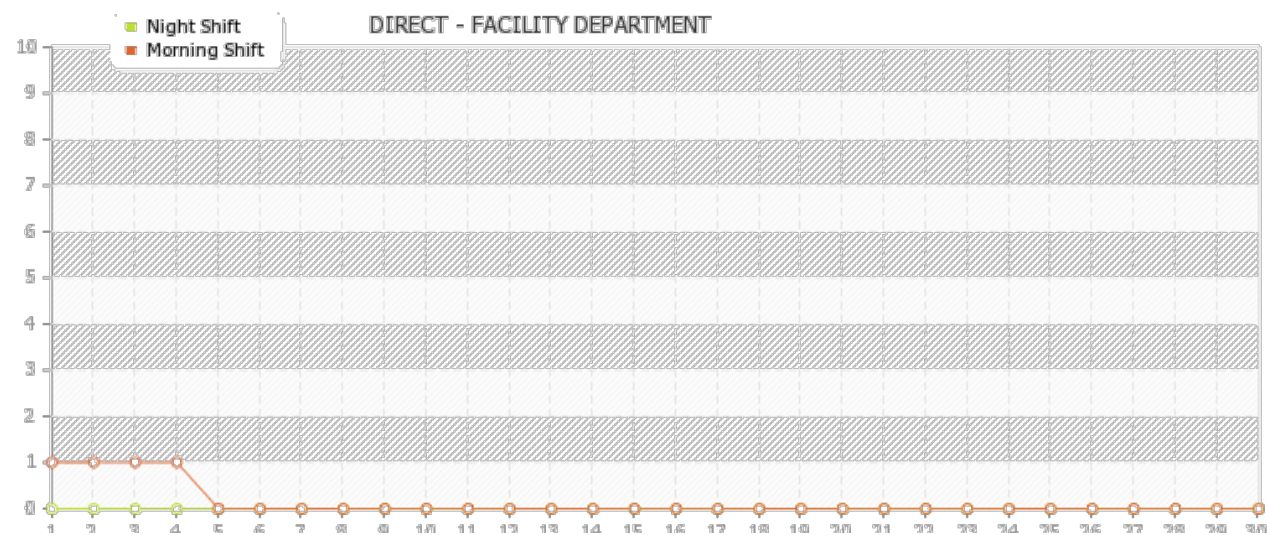
## Monthly Attendance for Subang DIRECT - PRODUCTION CONVERTING



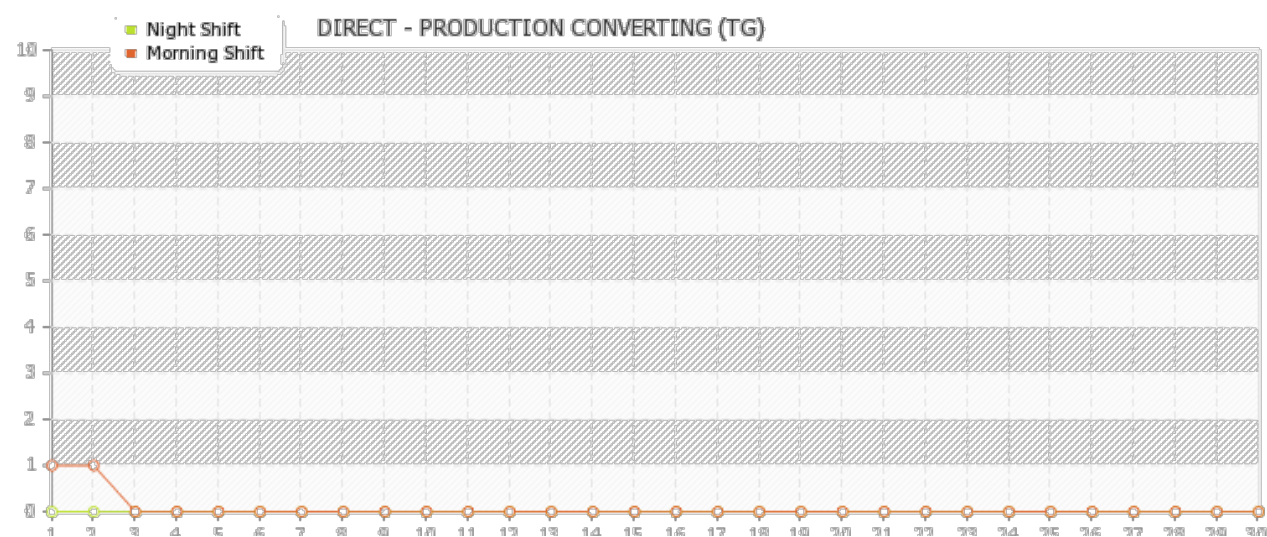
## Monthly Attendance for Subang DIRECT - PLANNER



Monthly Attendance for Subang DIRECT - FACILITY DEPARTMENT



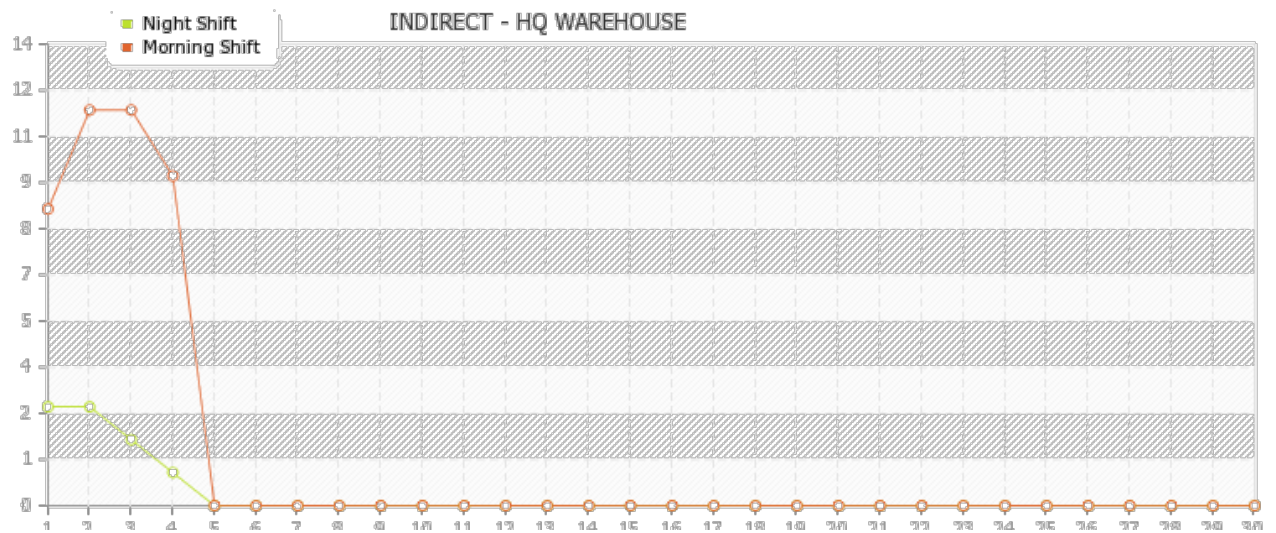
Monthly Attendance for Subang DIRECT - PRODUCTION CONVERTING (TG)



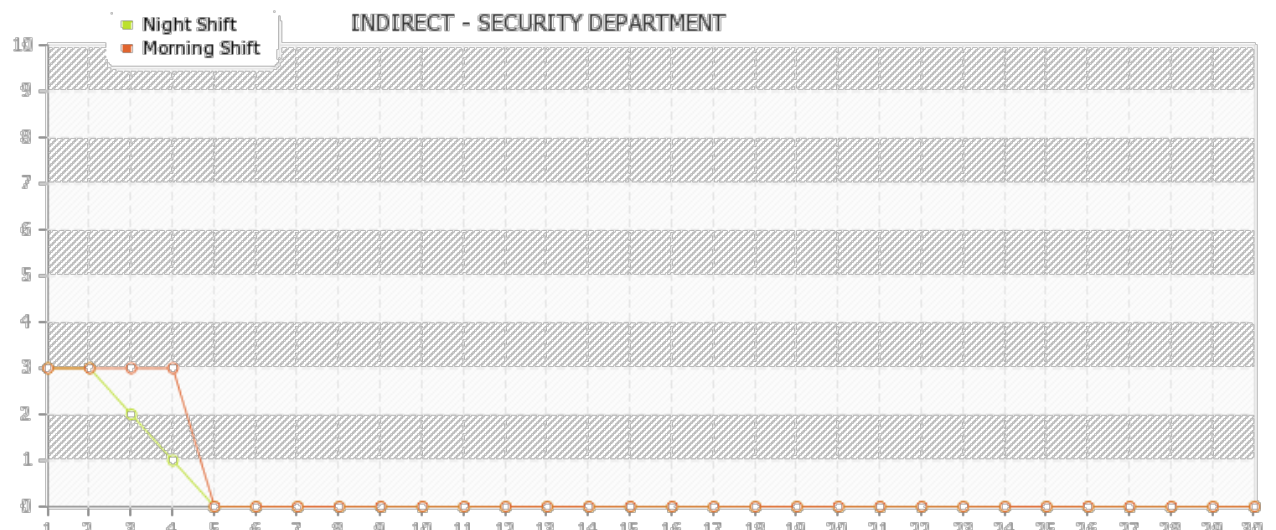
INDIRECT (Kookapaper Subang)

Monthly Attendance for Subang INDIRECT - HQ WAREHOUSE

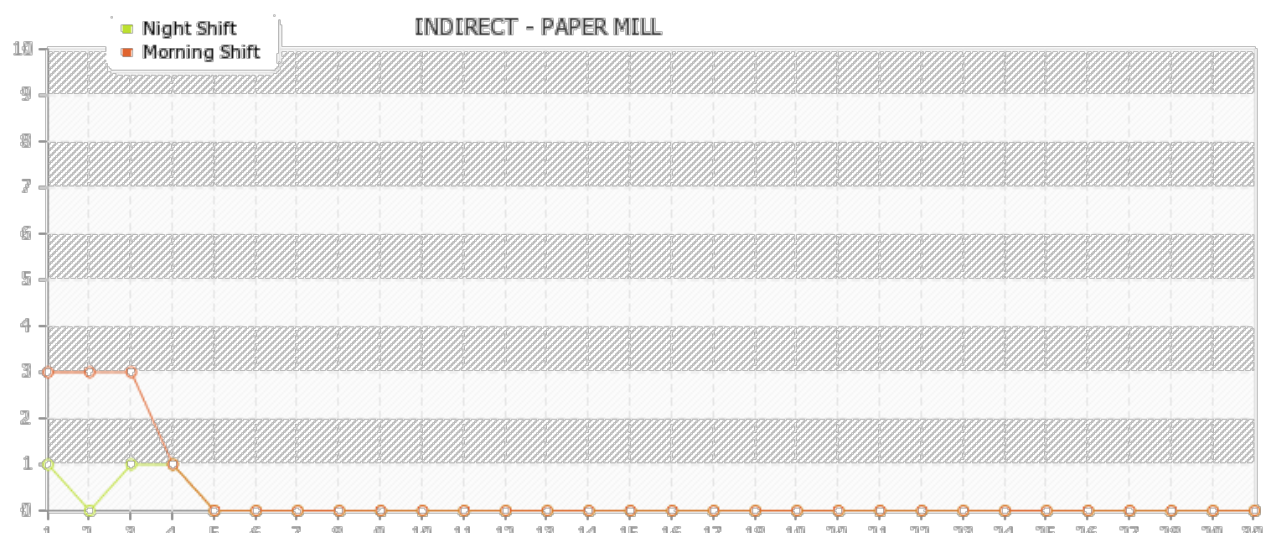




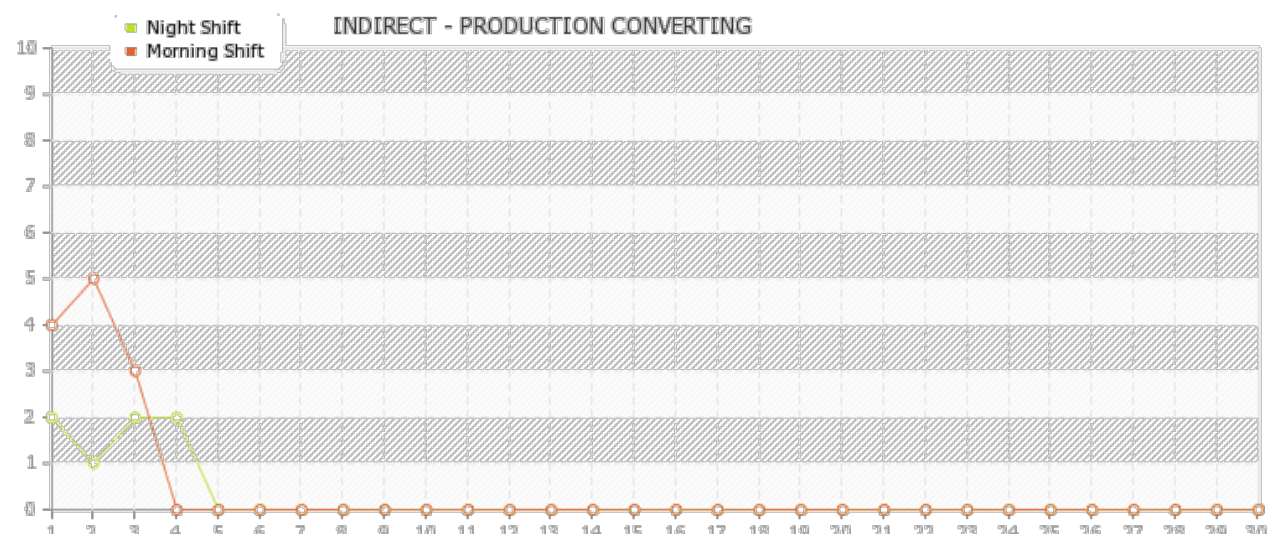
## Monthly Attendance for Subang INDIRECT - SECURITY DEPARTMENT



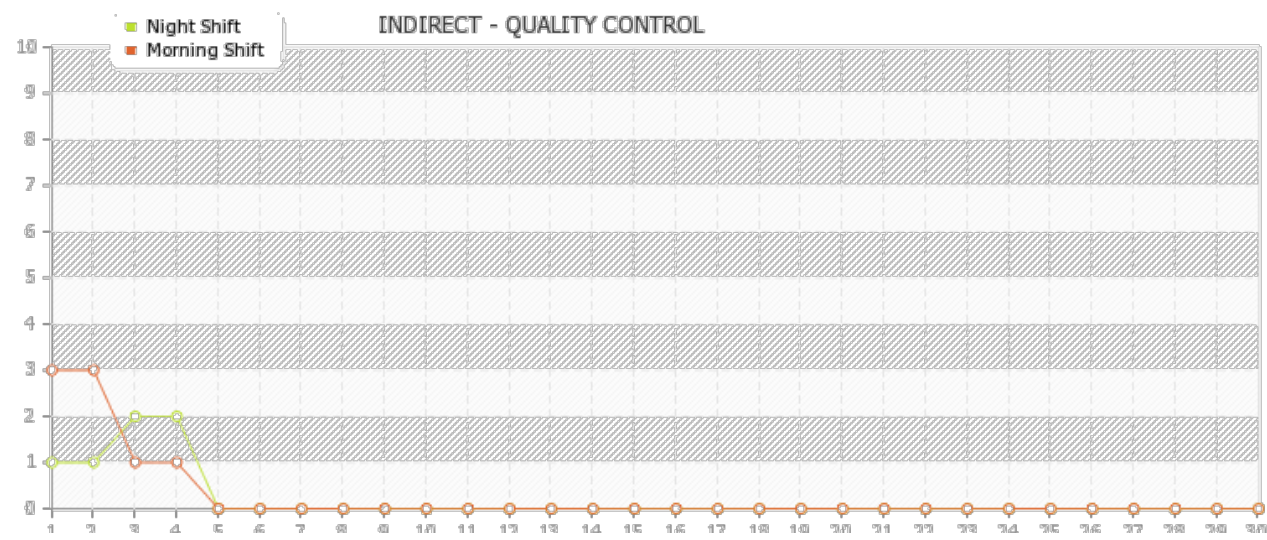
## Monthly Attendance for Subang INDIRECT - PAPER MILL



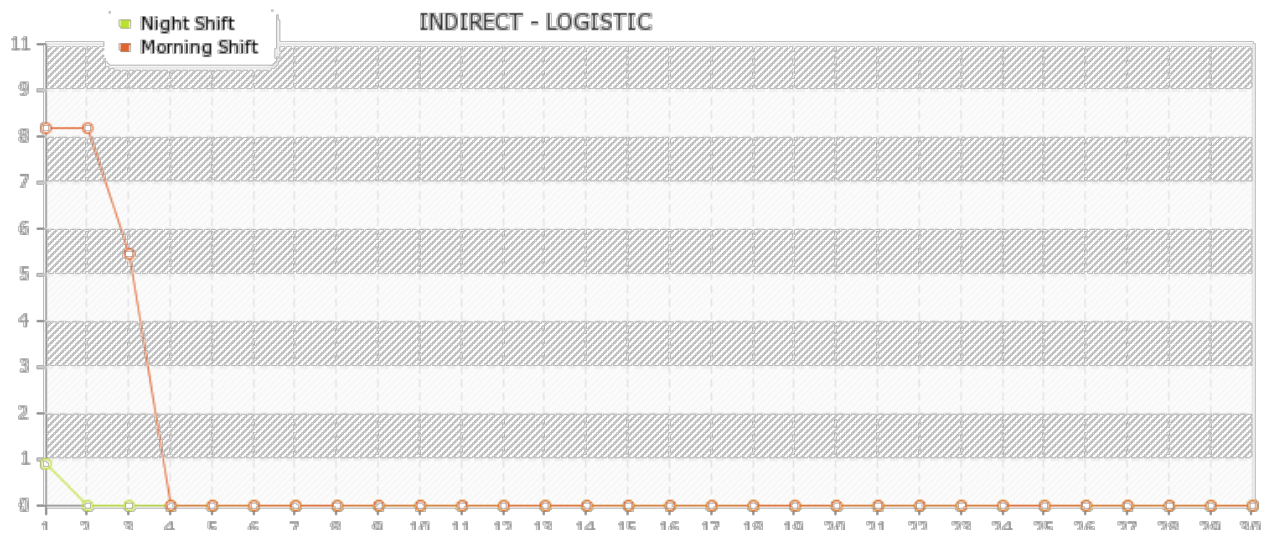
# Monthly Attendance for Subang INDIRECT - PRODUCTION CONVERTING



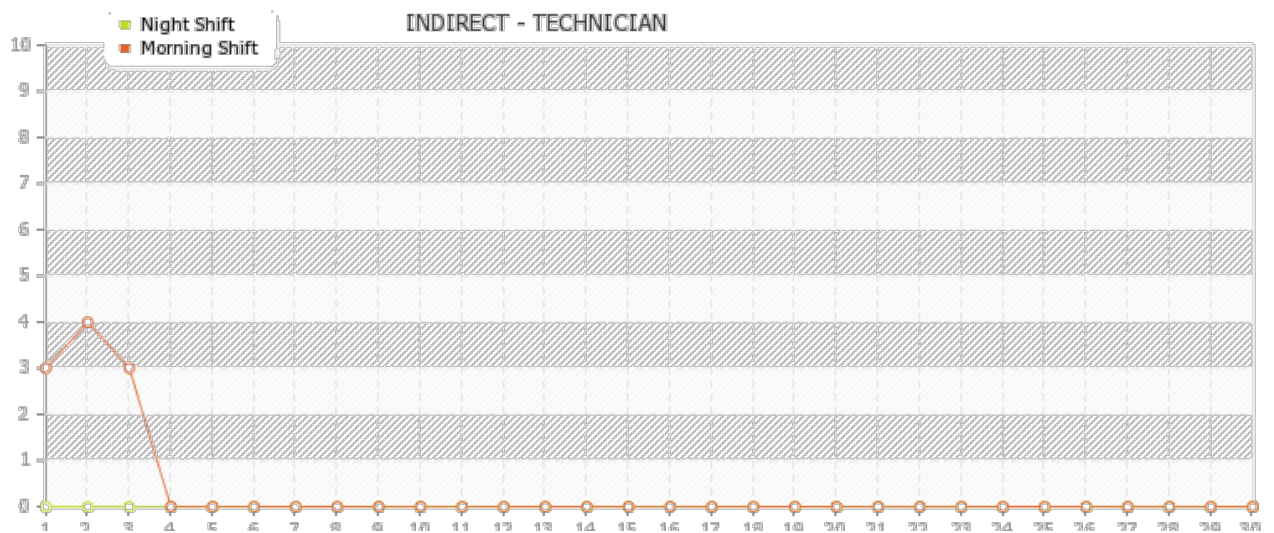
# Monthly Attendance for Subang INDIRECT - QUALITY CONTROL



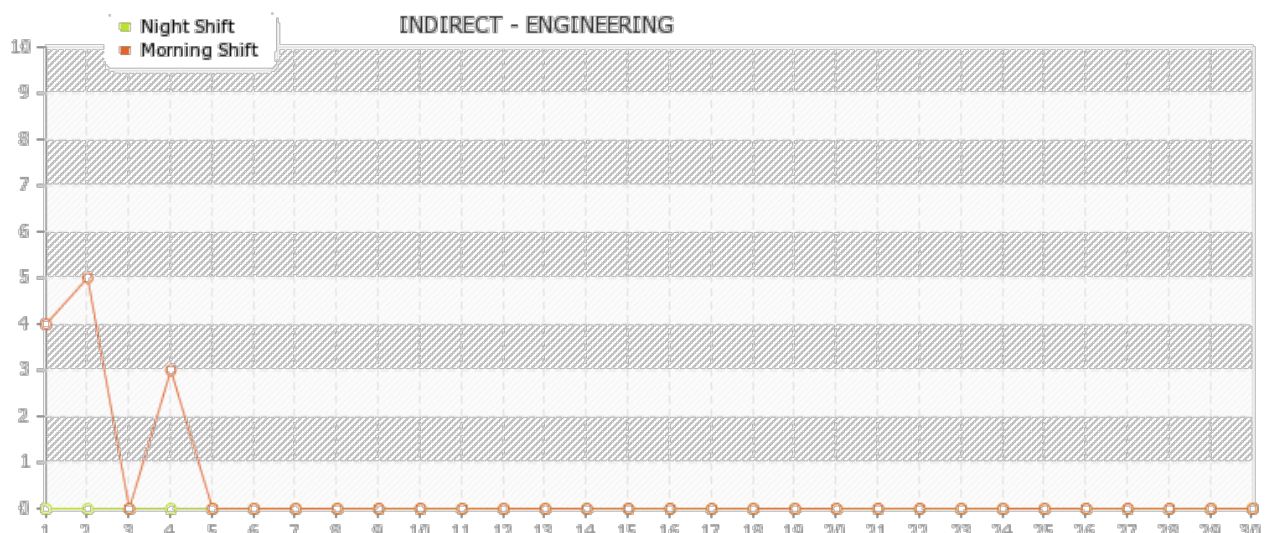
# Monthly Attendance for Subang INDIRECT - LOGISTIC



## Monthly Attendance for Subang INDIRECT - TECHNICIAN

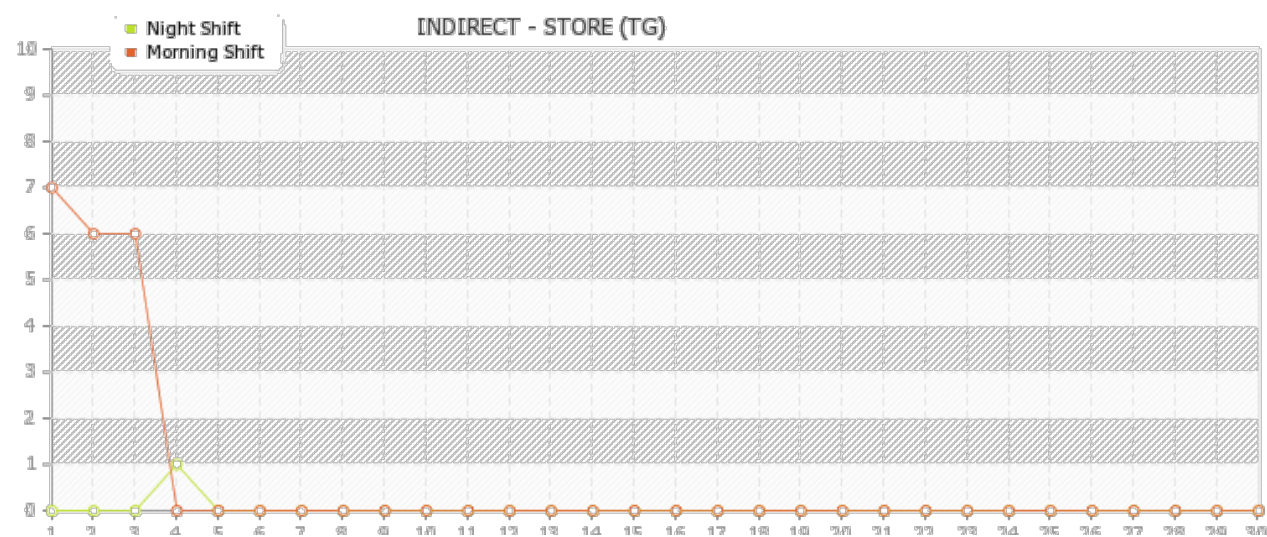


## Monthly Attendance for Subang INDIRECT - ENGINEERING

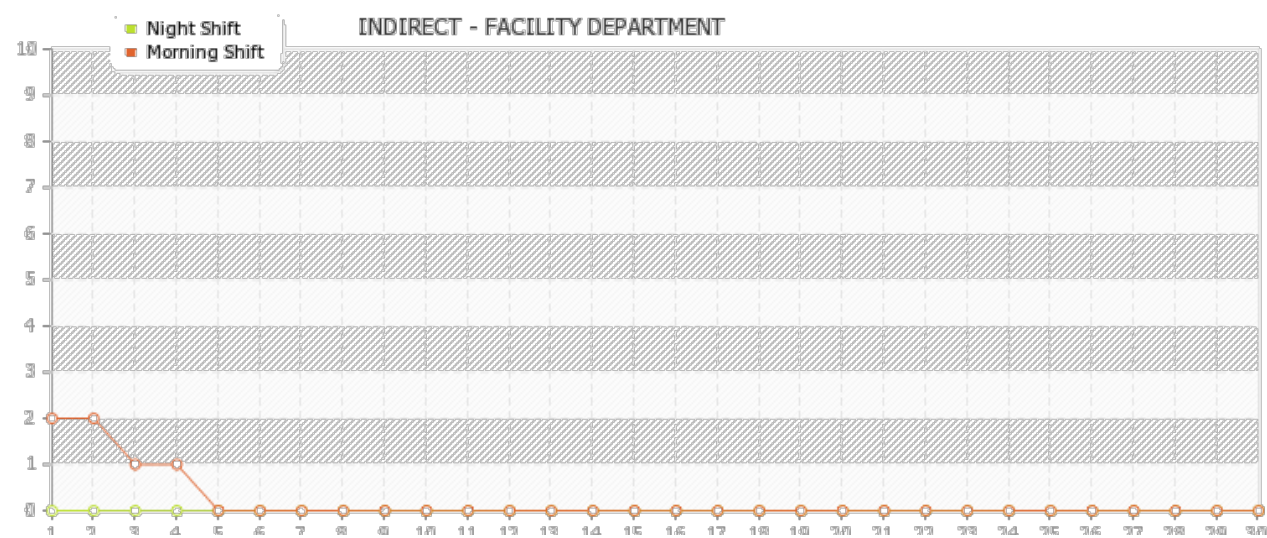




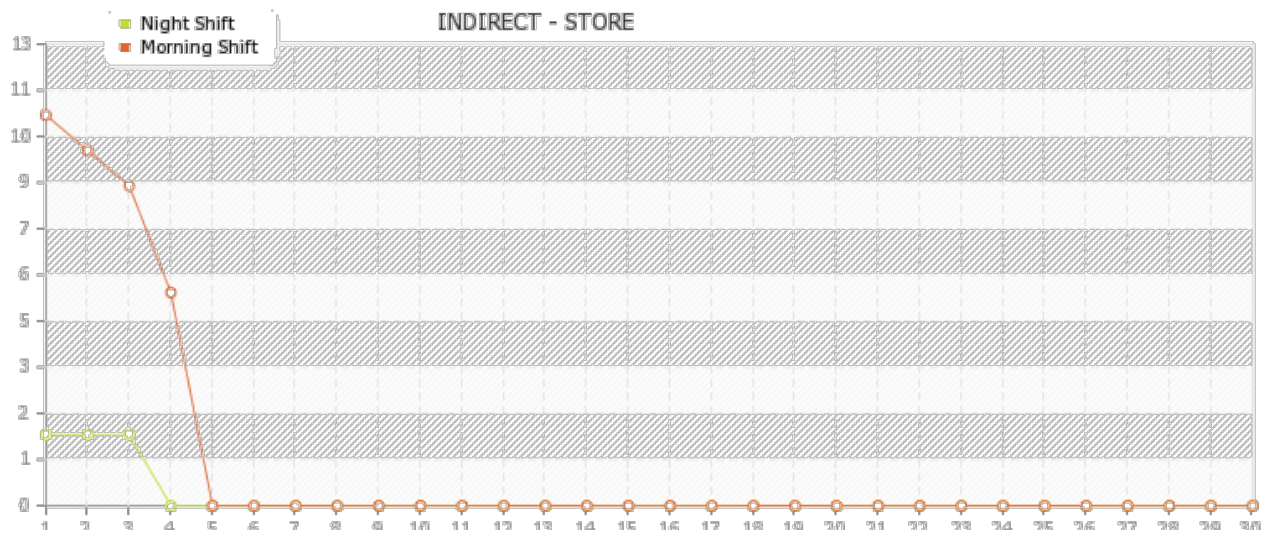
Monthly Attendance for Subang INDIRECT - STORE (TG)



Monthly Attendance for Subang INDIRECT - FACILITY DEPARTMENT

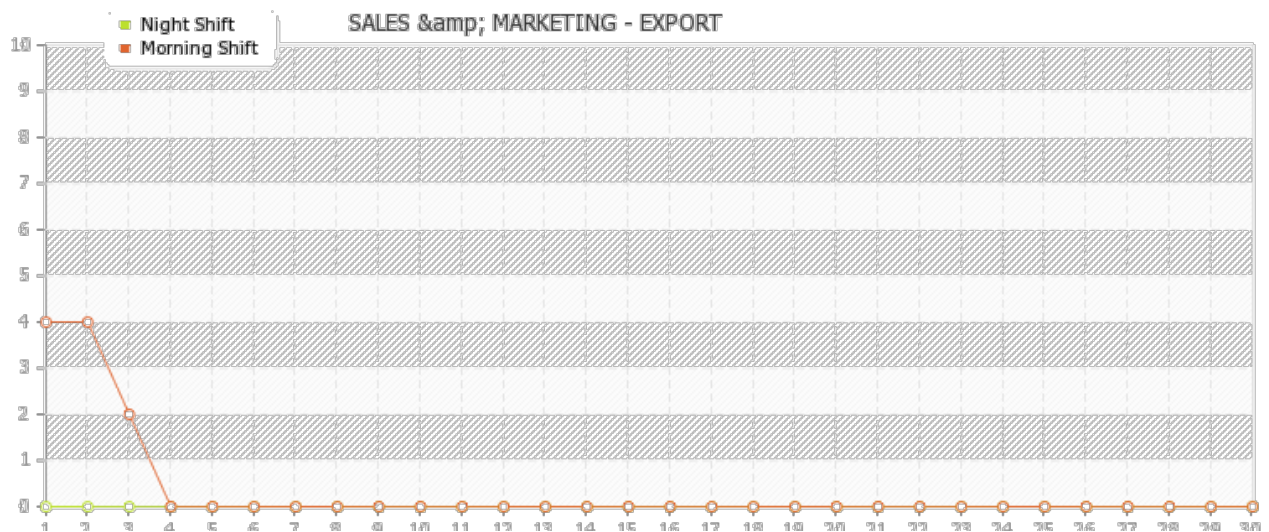


Monthly Attendance for Subang INDIRECT - STORE

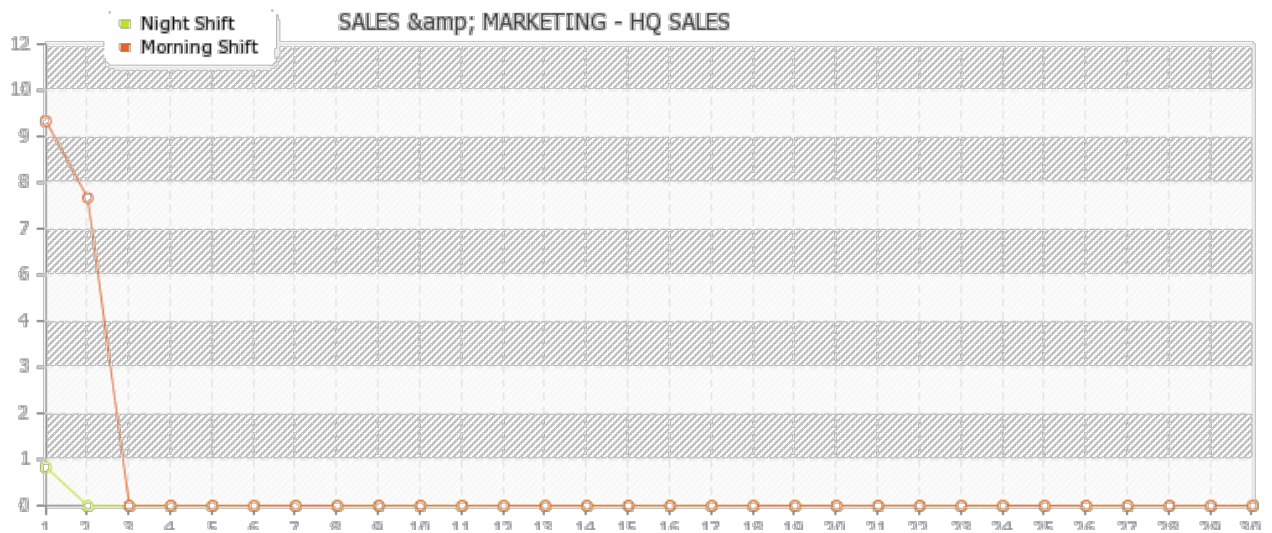


## SALES & MARKETING (Kookapaper Subang)

### Monthly Attendance for Subang SALES & MARKETING - EXPORT

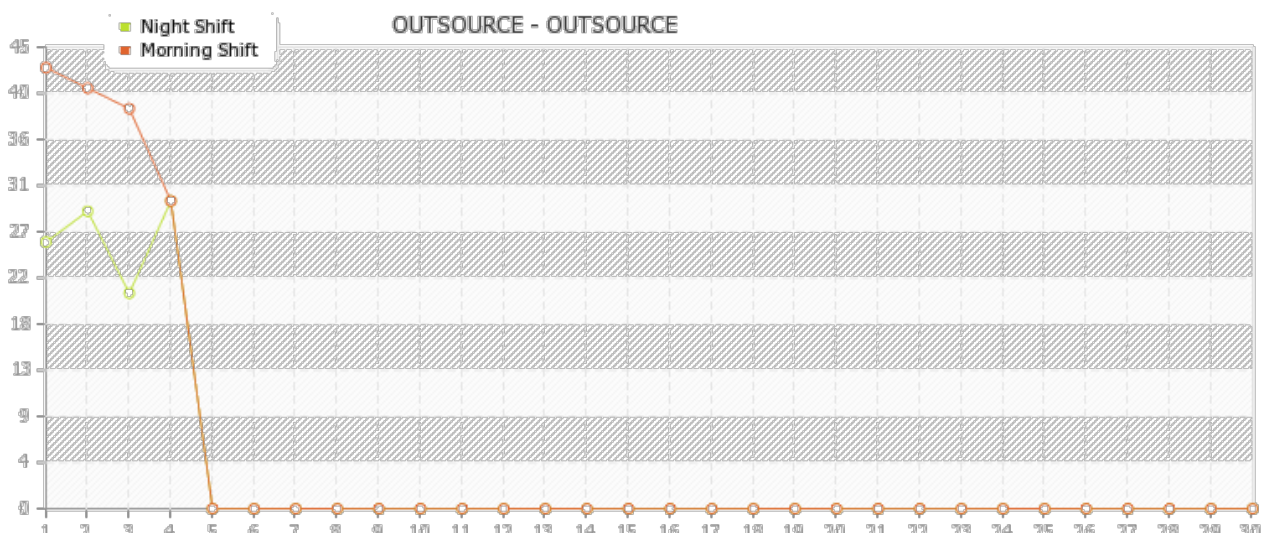


### Monthly Attendance for Subang SALES & MARKETING - HQ SALES

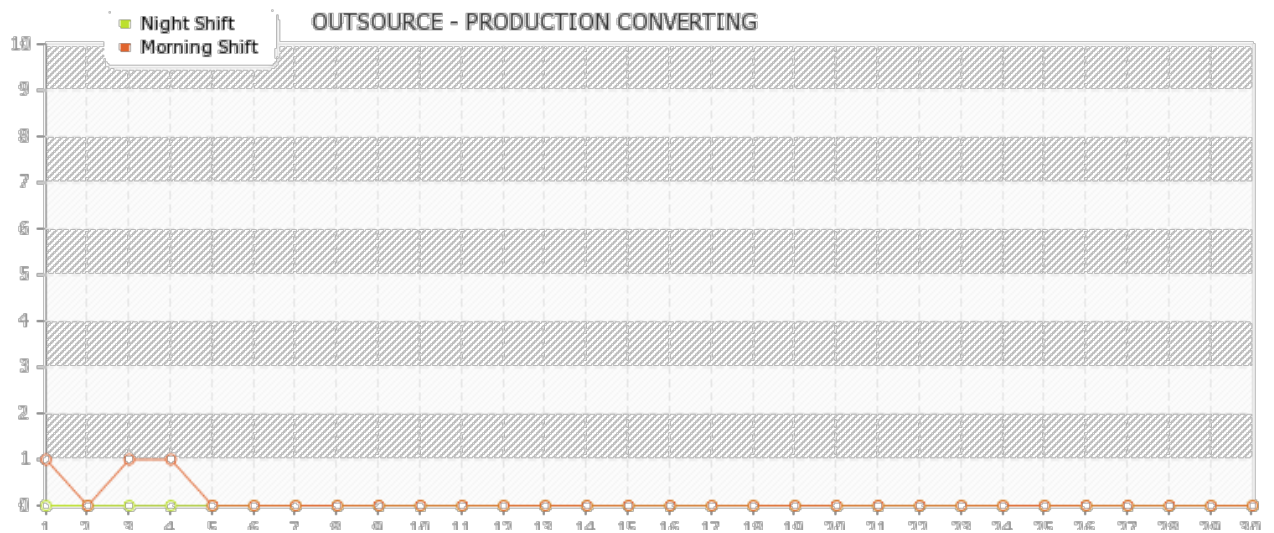


## OUTSOURCE (Kookapaper Subang)

### Monthly Attendance for Subang OUTSOURCE - OUTSOURCE

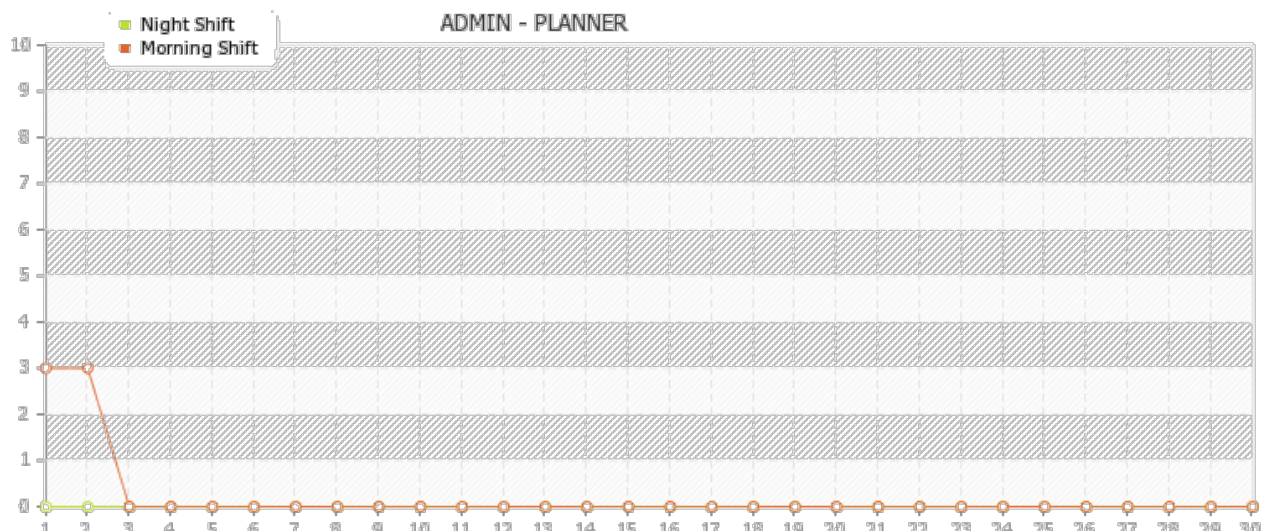


### Monthly Attendance for Subang OUTSOURCE - PRODUCTION CONVERTING



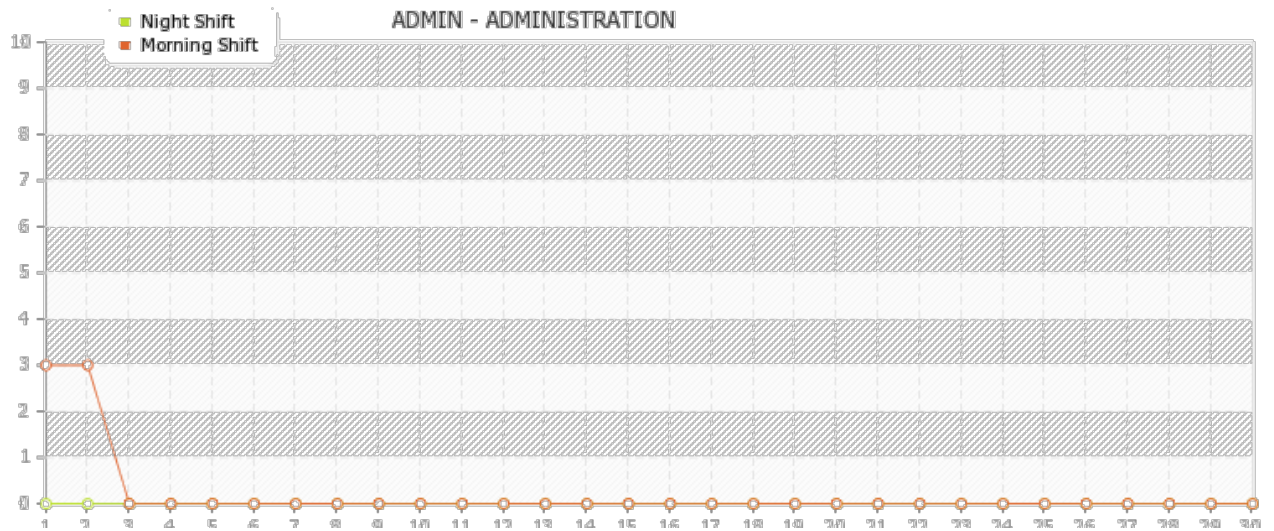
## ADMIN (Kookapaper Subang)

### Monthly Attendance for Subang ADMIN - PLANNER

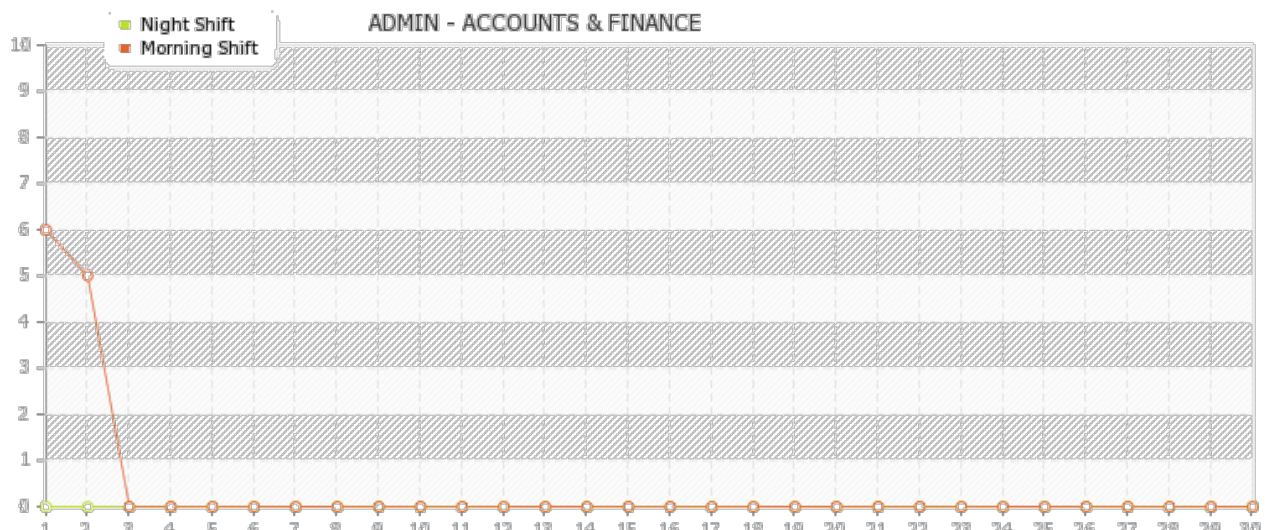


### Monthly Attendance for Subang ADMIN - ADMINISTRATION

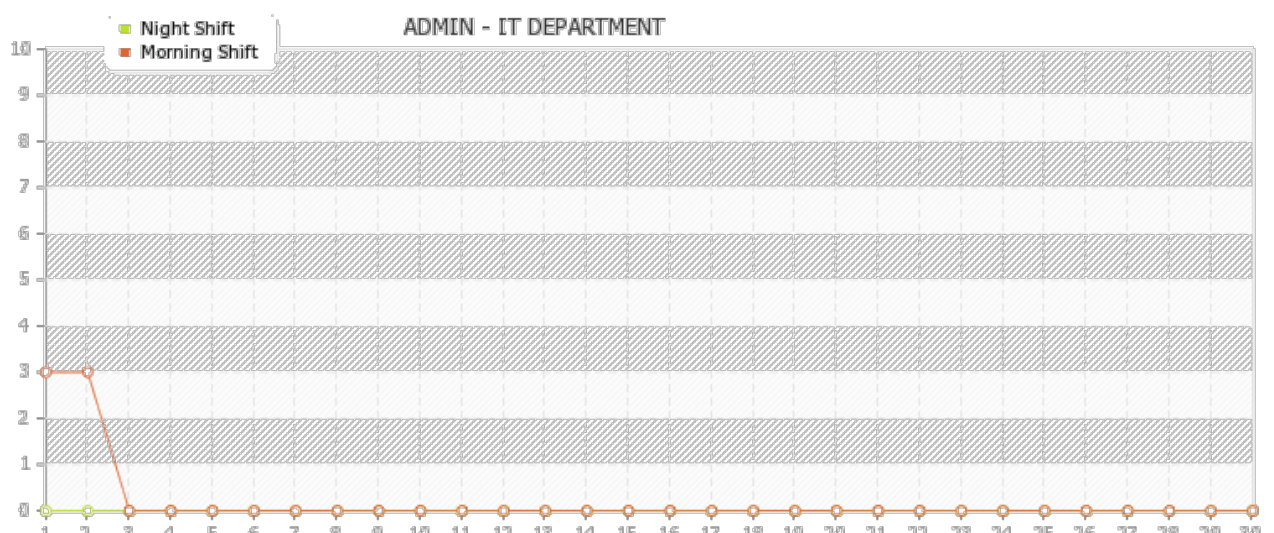




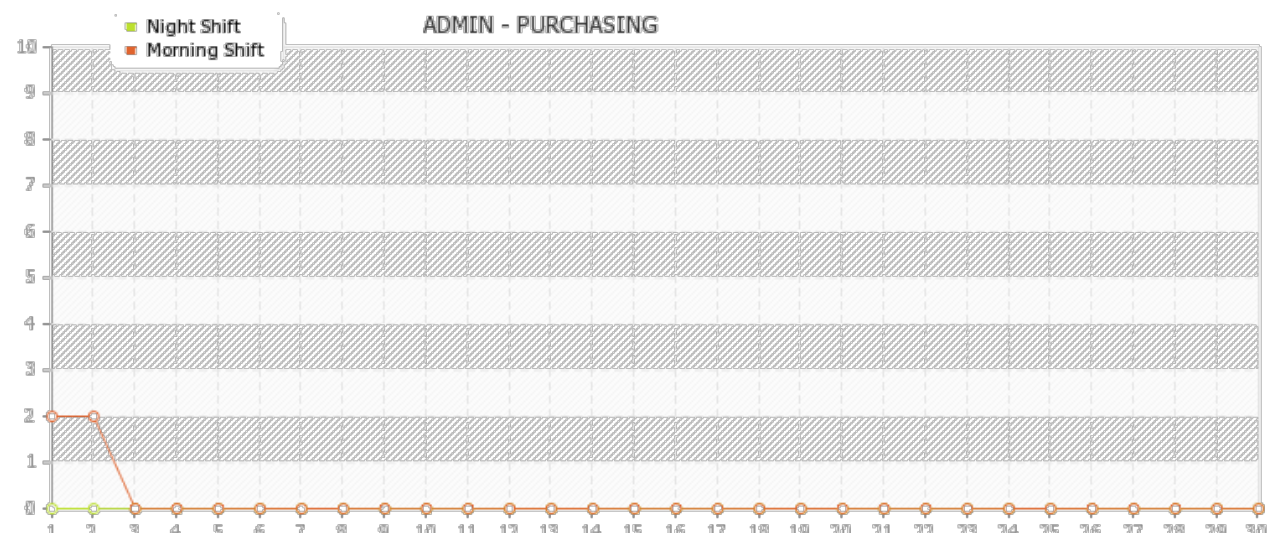
## Monthly Attendance for Subang ADMIN - ACCOUNTS & FINANCE



## Monthly Attendance for Subang ADMIN - IT DEPARTMENT

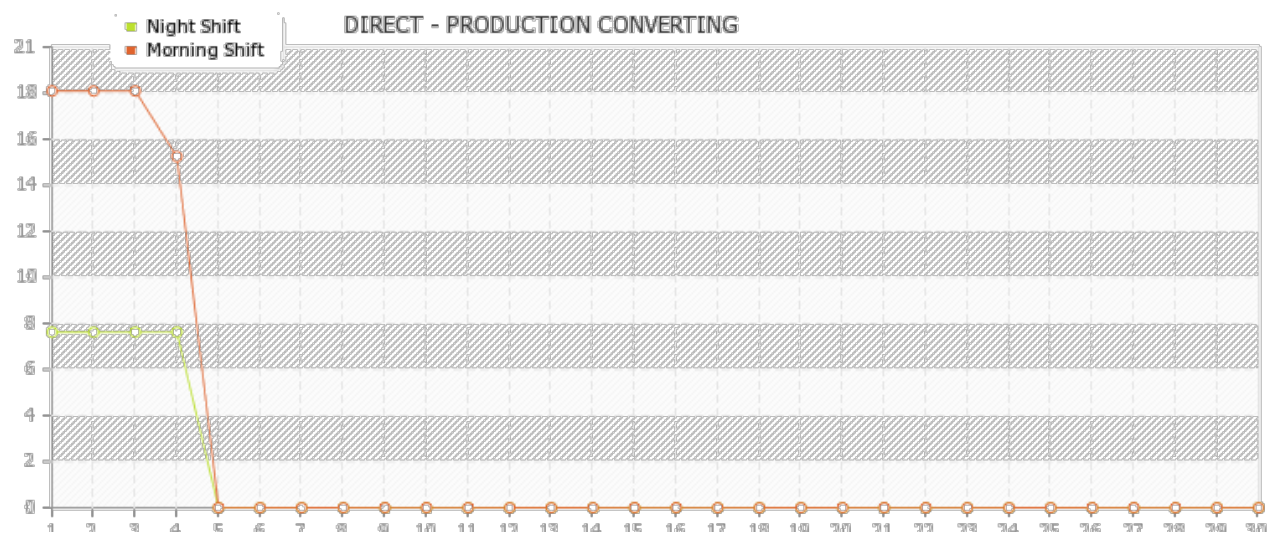


Monthly Attendance for Subang ADMIN - PURCHASING

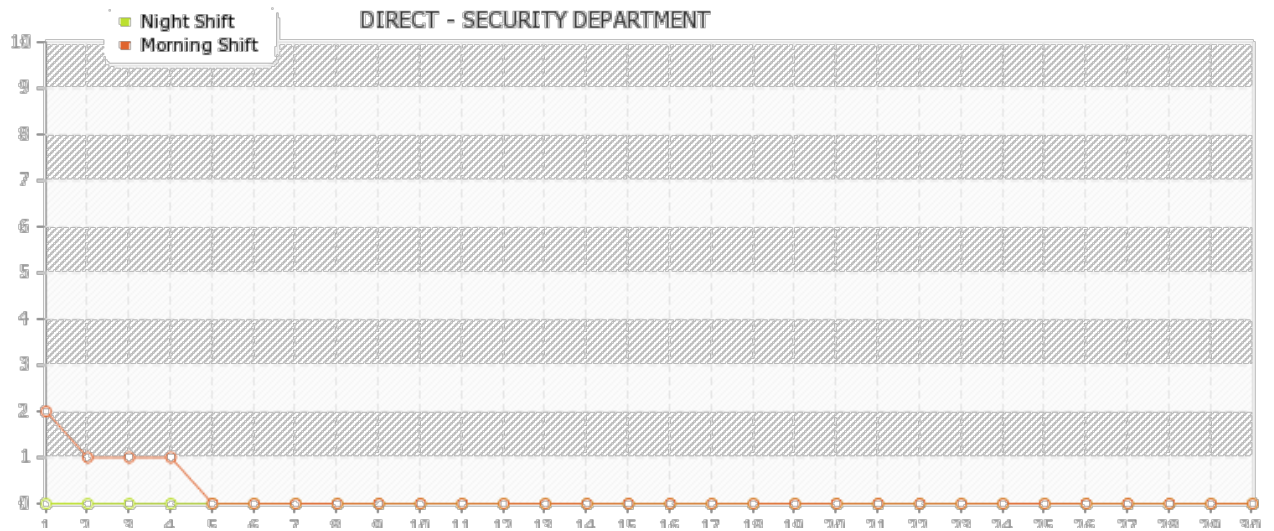


DIRECT (Kookapaper Penang)

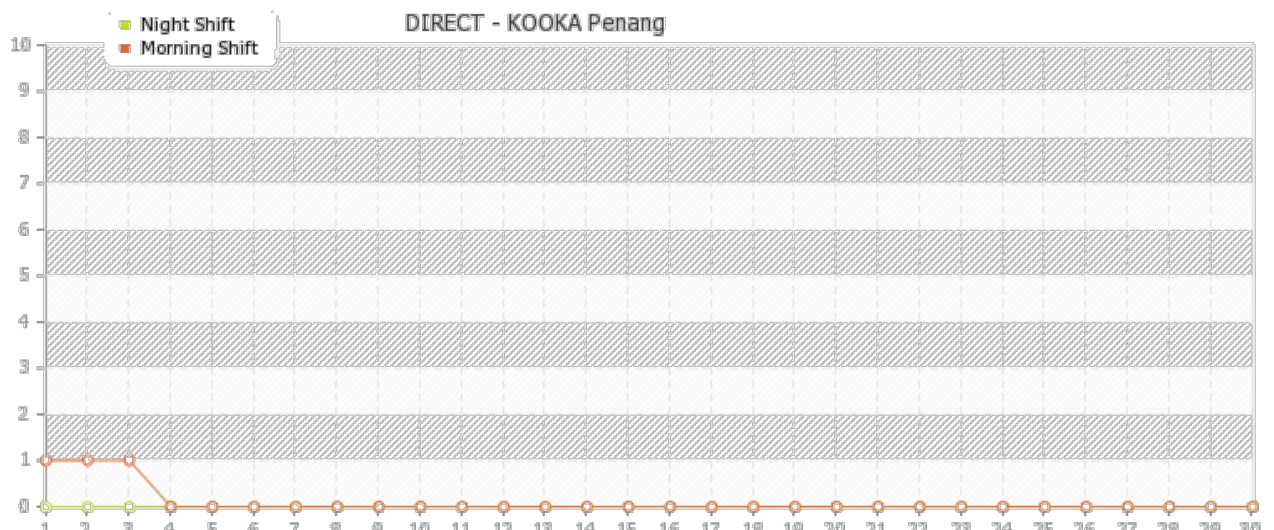
Monthly Attendance for Penang DIRECT - PRODUCTION CONVERTING



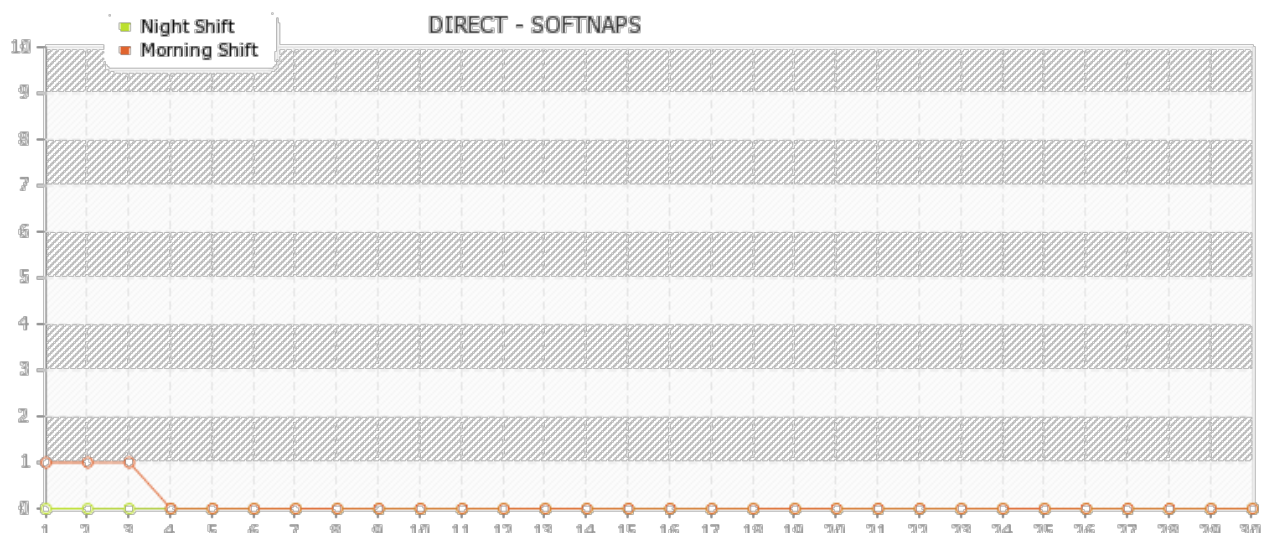
Monthly Attendance for Penang DIRECT - SECURITY DEPARTMENT



## Monthly Attendance for Penang DIRECT - KOOKA Penang

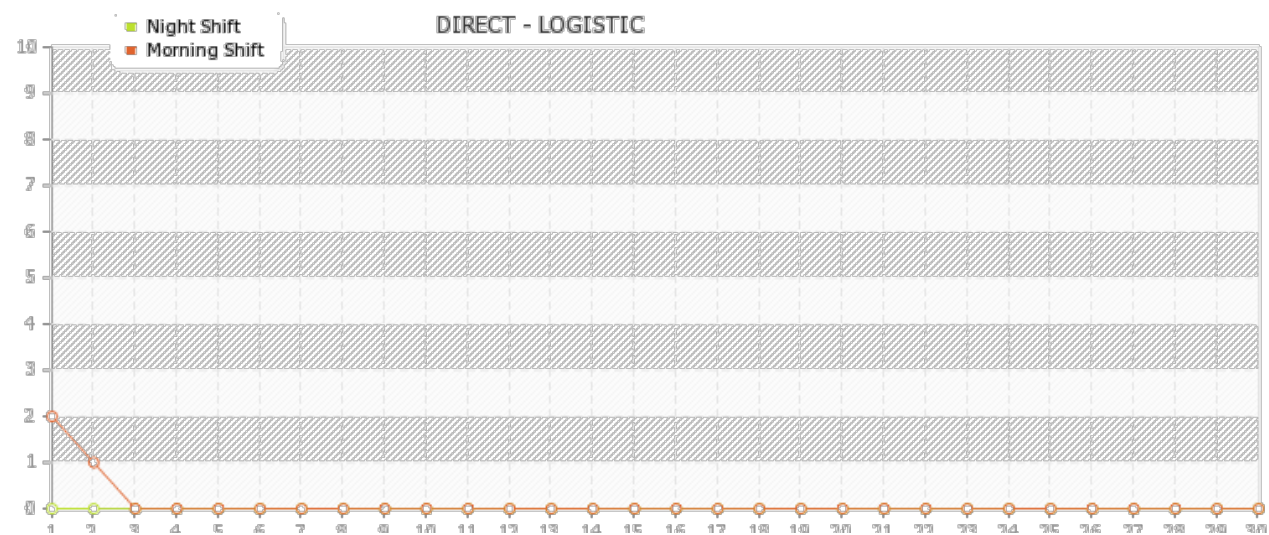


## Monthly Attendance for Penang DIRECT - SOFTNAPS



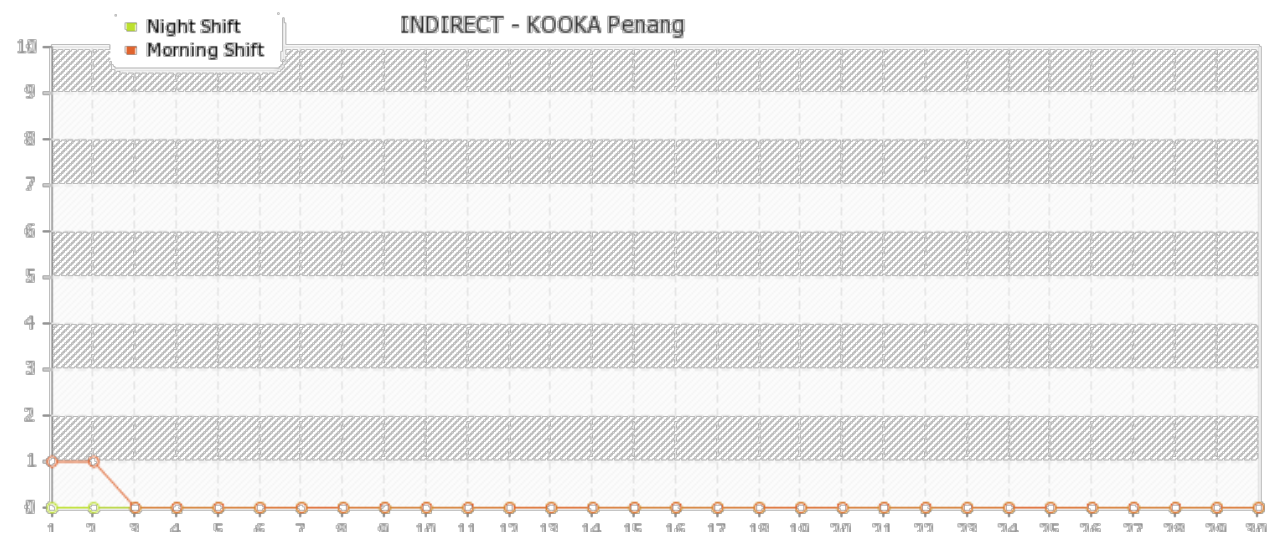


## Monthly Attendance for Penang DIRECT - LOGISTIC



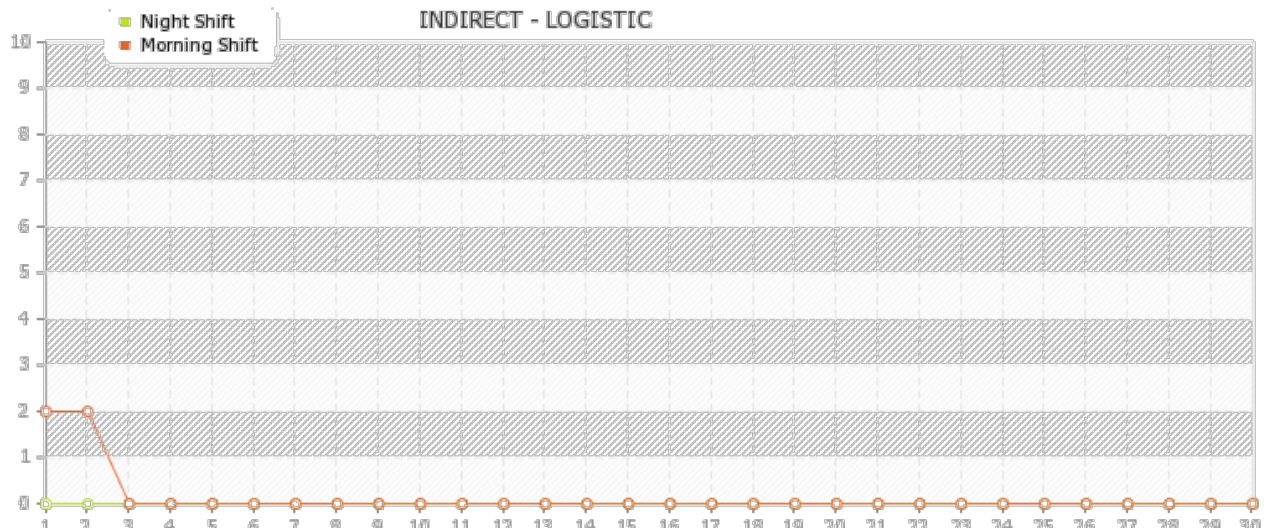
## INDIRECT (Kookapaper Penang)

### Monthly Attendance for Penang INDIRECT - KOOKA Penang



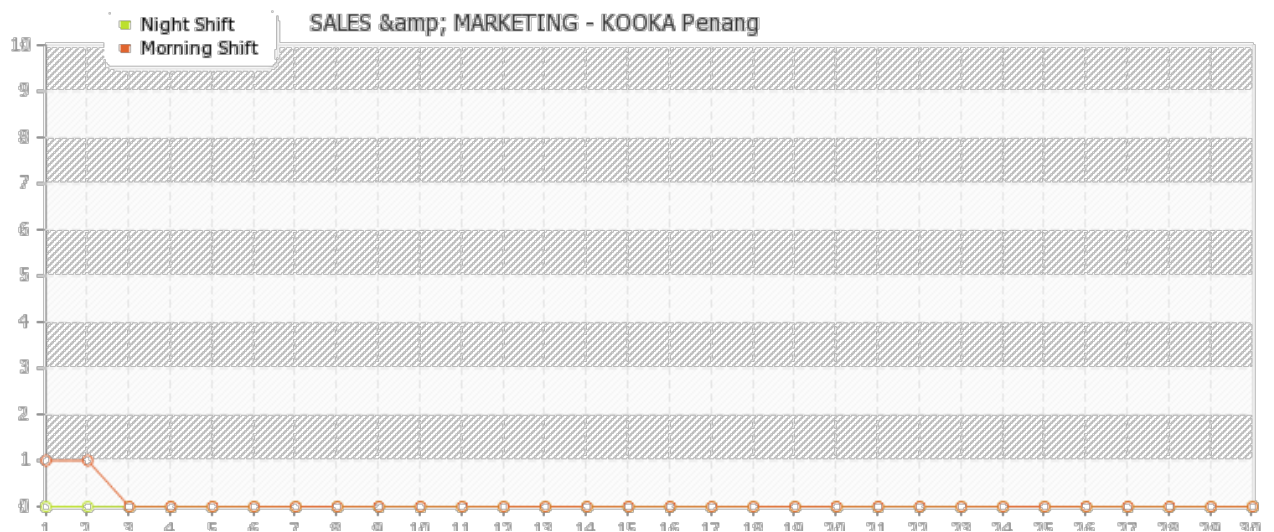
### Monthly Attendance for Penang INDIRECT - LOGISTIC



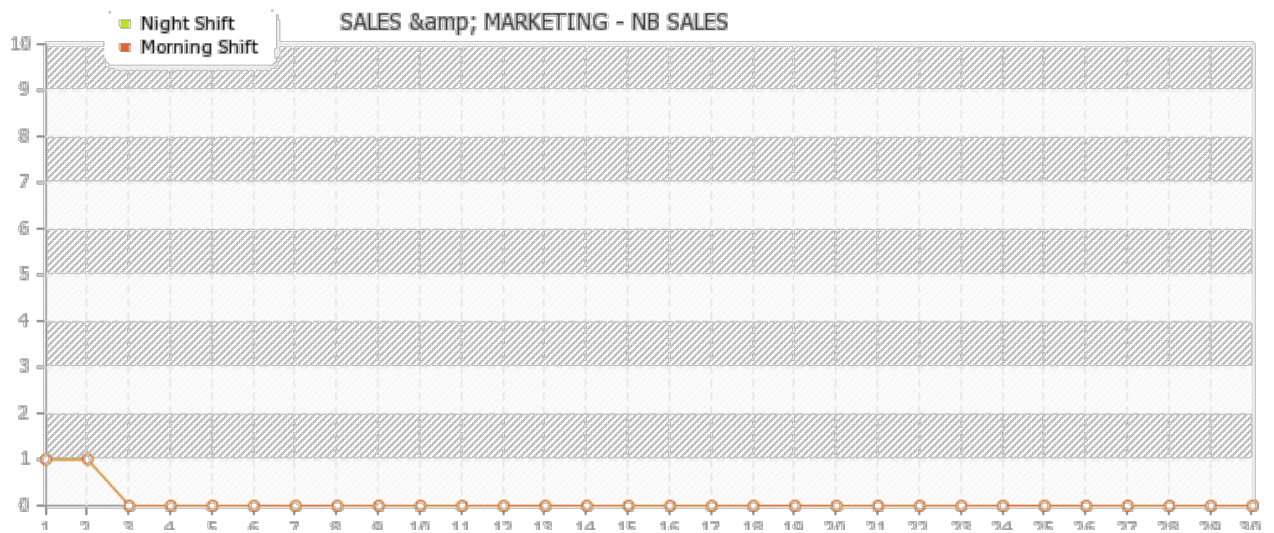


## SALES & MARKETING (Kookapaper Penang)

### 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

