שם חברה: \_\_\_\_\_\_\_\_\_\_\_

שם עובד:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (מספר עובד). מחלקה:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

תאריך: \_\_\_ / \_\_\_ / \_\_\_

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| **תאריך** | **דיווחי נוכחות** | | **דיווחי נוכחות 2** | | **סה"כ** | **הערה** |
| **כניסה** | **יציאה** | **כניסה** | **יציאה** |
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חתימת עובד

חתימת מנהל

הדוח נכון לתאריך \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_