|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **ADI SOYADI** |  | | | | | |
| **GÖREV YERİ** |  | | | | | |
| **GÖREVİ** | **Büro ve Sekretarya** | | | **Genel Temizlik** | | |
| **Bakım Onarım** | | | **Şoför** | | |
| **6360 ve 5510 Kanun Kapsamında Çalışan (Genel Sekreterlik Bünyesi)** | | | | | |
| **TARİH** | **GİRİŞ SAATİ** | **İMZA** | **ARA DİNLENME** | | **ÇIKIŞ SAATİ** | **İMZA** |
| **01.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **02.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **03.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **04.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **05.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **06.09.2025** | ***08.00*** |  |  | | ***13.00*** |  |
| **07.09.2025** |  | | | | | |
| **08.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **09.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **10.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **11.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **12.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **13.09.2025** | ***08.00*** |  |  | | ***13.00*** |  |
| **14.09.2025** |  | | | | | |
| **15.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **16.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **17.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **18.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **19.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **20.09.2025** | ***08.00*** |  |  | | ***13.00*** |  |
| **21.09.2025** |  | | | | | |
| **22.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **23.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **24.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **25.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **26.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **27.09.2025** | ***08.00*** |  |  | | ***13.00*** |  |
| **28.09.2025** |  | | | | | |
| **29.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |
| **30.09.2025** | ***08.00*** |  | **12.00-13.00** | | ***18.00*** |  |

**BİRİM AMİRİ ONAY**

Kaşe / İmza