Унифицированная форма № Т-13

Утверждена Постановлением Госкомстата

России от 5 января 2004 г. № 1

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| Код |
| 0301008 |
| 16799712 |
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 Форма по ОКУД Открытое акционерное общество «АФ Банк» по ОКПО

наименование организации

Группа продаж Отдела ипотечно - жилищного кредитования Управления продаж кредитных продуктов

структурное подразделение

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| Номердокумента | Датасоставления |
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| Отчетный период |
| с | по |
| 2013-12-01 |  2013-12-31  |

 **ТАБЕЛЬ**

**учета рабочего времени**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Номер | Фамилия, инициалы | Табельныйномер | Отметки о явках и неявках на работу по числам месяца | Отработаноза | Данные для начисления заработной платы по видам и направлениям затрат | Неявки по причинам |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | x | половина | месяц | Код вида оплаты | код | дни | код | дни |
|  |
| Корреспондирующий счет |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | дни |  |
| часы | Код вида оплаты | Кор.счет | Дни (часы) | Код вида оплаты | Кор.счет | Дни (часы) |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 7 | 8 | 9 | 10 | 11 | 12 | 13 |
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|  1 | Гагина Анна Вячеславовна  | 0000002784 |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | x |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | x |  |  |  |  |  |  |  |  |  |  |  |
|   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |  |  |  |  |  |  |  |  |  |  |
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|  2 | СЕМЕНОВ ВАСИЛИЙ ВИТАЛЬЕВИЧ  | 0000001448 |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | x |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | x |  |  |  |  |  |  |  |  |  |  |  |
|   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |  |  |  |  |  |  |  |  |  |  |
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|  3 | Федорова Екатерина Алексеевна  | 0000002716 |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | x |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | x |  |  |  |  |  |  |  |  |  |  |  |
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|  4 | Хайруллина Адель Рустемовна  | 0000001689 |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | x |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |   |   |   |   |   |   |   |   |   |   |   |   |   | x |  |  |  |  |  |  |  |  |  |  |  |
|   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |  |  |  |  |  |  |  |  |  |  |
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**Ответственное**

**лицо**

**Руководитель**

**структурного “ ” 20 г.**

 **должность личная расшифровка подписи подразделения должность личная расшифровка подписи**

 **подпись подпись**

 **Работник**

 **кадровой “ ” 20г.**

 **службы должность личная расшифровка подписи**

 **подпись**