

ITS OFFICE

14 Jalan Puteri 5/12



Monthly Time Card from 01 Jun 2025 to 30 Jun 2025

Name : Aril Emp ID : 1002 User ID : 1002 Branch : HQ Department : Technical Designation : Senior

Date	Day Type	Schedule	In	Break	Resume	Break 2	Resume 2	Out	Work Hours	Overtime	Diff Break 1	Diff Break 2	Diff OT	Short	Leave Taken	Remark
01/06/2025	Sun	OFF													WO	
02/06/2025	Mon	001	08:28	13:02	13:55	17:32		17:32	07:32		00:53			00:28	P	
03/06/2025	Tue	HLD	08:32	13:00	13:45	17:45		17:45	09:00	00:13	00:45				PHLD	
04/06/2025	Wed	HLD	08:06	12:55	13:52	17:31		17:31	08:55	00:25	00:57				PHLD	
05/06/2025	Thu	001	08:26	13:03	14:09	17:47		17:47	07:38		01:06			00:22	P	
06/06/2025	Fri	001	08:47	12:58	14:07	17:25		17:25	07:16		01:09			00:44	P	
07/06/2025	Sat	OFF													WO	
08/06/2025	Sun	OFF													WO	
09/06/2025	Mon	001	08:15	13:11				13:11	03:11					04:49	P	
10/06/2025	Tue	001	13:49	17:30				17:30	02:41					05:19	P	
11/06/2025	Wed	001	08:30	13:01	13:49	17:31		17:31	07:31		00:48			00:29	P	
12/06/2025	Thu	HLD	08:04	13:00	13:59	17:32		17:32	09:00	00:28	00:59				PHLD	
13/06/2025	Fri	HLD	08:25	13:02	13:52	17:30		17:30	09:00	00:05	00:50				PHLD	
14/06/2025	Sat	OFF													WO	
15/06/2025	Sun	OFF													WO	
16/06/2025	Mon	001	08:30	13:04	13:50	17:31		17:31	07:31		00:46			00:29	P	
17/06/2025	Tue	001	08:31	13:15	13:57	17:28		17:28	07:28		00:42			00:32	P	
18/06/2025	Wed	001	08:26	13:03	13:40	13:53	17:37	17:37	07:37		00:37	03:44		00:23	P	
19/06/2025	Thu	001	08:17	13:03	13:47	17:30		17:30	07:30		00:44			00:30	P	
20/06/2025	Fri	001	08:27	13:03	13:43	17:32		17:32	07:32		00:40			00:28	P	
21/06/2025	Sat	OFF													WO	
22/06/2025	Sun	OFF													WO	
23/06/2025	Mon	001	08:24	13:01	13:56	17:36		17:36	07:36		00:55			00:24	P	
24/06/2025	Tue	001	08:23	13:04	13:35	17:34		17:34	07:34		00:31			00:26	P	
25/06/2025	Wed	001	08:21	13:11	13:52	17:31		17:31	07:31		00:41			00:29	P	
26/06/2025	Thu	001	08:29	13:01	13:46	17:49		17:49	07:49		00:45			00:11	P	
27/06/2025	Fri	001	08:23	13:03	13:46	17:32		17:32	07:32		00:43			00:28	P	
28/06/2025	Sat	OFF													WO	
29/06/2025	Sun	OFF													WO	
30/06/2025	Mon	001	08:16	13:04	13:53	17:30		17:30	07:30		00:49			00:30	P	

Day Type	Total days	Present	Absent	Work	Overtime	Diff OT	Short
Workday		17	0	154:54	01:11	00:00	17:01
Holiday	4						
Offday	9						
Total		17	0				

Supervisor/Date

Aril

ITS OFFICE

14 Jalan Puteri 5/12



Monthly Attendance Report from 01 Jun 2025 to 30 Jun 2025

Name : Aril	User ID : 1002	Emp ID : 1002	Branch : HQ	Department : Technical	Designation : Senior
Total Present : 17	Total Absent : 0	Total Weekly Off : 9	Total Leave : 0	Total Holidays : 4	

Date	Day	Shift	In Time	Out Time	Early Out	Late In	Work Hours	Overtime	Diff OT	Diff Work Hours	Status	Remark
01/06/2025	Sunday	OFF									WO	
02/06/2025	Monday	001	08:28	17:32	00:28		07:32				P	
03/06/2025	Tuesday	HLD	08:32	17:45			09:00	00:13			PHLD	
04/06/2025	Wednesday	HLD	08:06	17:31			08:55	00:25			PHLD	
05/06/2025	Thursday	001	08:26	17:47	00:13		07:38				P	
06/06/2025	Friday	001	08:47	17:25	00:35		07:16				P	
07/06/2025	Saturday	OFF									WO	
08/06/2025	Sunday	OFF									WO	
09/06/2025	Monday	001	08:15	13:11	04:49		03:11				P	
10/06/2025	Tuesday	001	13:49	17:30	00:30	04:49	02:41				P	
11/06/2025	Wednesday	001	08:30	17:31	00:29		07:31				P	
12/06/2025	Thursday	HLD	08:04	17:32			09:00	00:28			PHLD	
13/06/2025	Friday	HLD	08:25	17:30			09:00	00:05			PHLD	
14/06/2025	Saturday	OFF									WO	
15/06/2025	Sunday	OFF									WO	
16/06/2025	Monday	001	08:30	17:31	00:29		07:31				P	
17/06/2025	Tuesday	001	08:31	17:28	00:32		07:28				P	
18/06/2025	Wednesday	001	08:26	17:37	00:23		07:37				P	
19/06/2025	Thursday	001	08:17	17:30	00:30		07:30				P	
20/06/2025	Friday	001	08:27	17:32	00:28		07:32				P	
21/06/2025	Saturday	OFF									WO	
22/06/2025	Sunday	OFF									WO	
23/06/2025	Monday	001	08:24	17:36	00:24		07:36				P	
24/06/2025	Tuesday	001	08:23	17:34	00:26		07:34				P	
25/06/2025	Wednesday	001	08:21	17:31	00:29		07:31				P	
26/06/2025	Thursday	001	08:29	17:49	00:11		07:49				P	
27/06/2025	Friday	001	08:23	17:32	00:28		07:32				P	
28/06/2025	Saturday	OFF									WO	
29/06/2025	Sunday	OFF									WO	
30/06/2025	Monday	001	08:16	17:30	00:30		07:30				P	

Supervisor/Date

Aril



Monthly Performance Report from 01 Jun 2025 to 30 Jun 2025

Name : Aril				User ID : 1002						Emp ID : 1002						Branch : HQ						Department : Technical						Designation : Senior					
Work Hours : 154:54		OT : 1:11		Diff OT : 00:0			Present : 17.00			Absent : 0.00			Weekly Off : 9.00			Leaves : 0.00			Holiday : 4.00			Late : 4:49			Diff Work Hours : 0								
Day	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
In Time		08:28	08:32	08:06	08:26	08:47			08:15	13:49	08:30	08:04	08:25			08:30	08:31	08:26	08:17	08:27			08:24	08:23	08:21	08:29	08:23			08:16			
Out Time		17:32	17:45	17:31	17:47	17:25			13:11	17:30	17:31	17:32	17:30			17:31	17:28	17:37	17:30	17:32			17:36	17:34	17:31	17:49	17:32			17:30			
Late In										04:49																							
Early Out		00:28			00:13	00:35			04:49	00:30	00:29					00:29	00:32	00:23	00:30	00:28			00:24	00:26	00:29	00:11	00:28			00:30			
Work Hours		07:32	09:00	08:55	07:38	07:16			03:11	02:41	07:31	09:00	09:00			07:31	07:28	07:37	07:30	07:32			07:36	07:34	07:31	07:49	07:32			07:30			
Diff Work Hours																																	
OT			00:13	00:25								00:28	00:05																				
Diff OT																																	
Status	WO	P	PHLD	PHLD	P	P	WO	WO	P	P	P	PHLD	PHLD	WO	WO	P	P	P	P	P	WO	WO	P	P	P	P	P	WO	WO	P			
Shift	OFF	001	HLD	HLD	001	001	OFF	OFF	001	001	001	HLD	HLD	OFF	OFF	001	001	001	001	001	OFF	OFF	001	001	001	001	001	OFF	OFF	001			

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Supervisor/Date

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Aril

ITS OFFICE

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Monthly Early Departure Report from 01-Jun-2025 To 30-Jun-2025

Name : Aril

Employee ID: 1002

Attendance Date	Day	Shift Attended	In Time	Out Time	Late Arrival	Early Departure	Working Hours	OT Hours	Status	Remark
02/06/2025	Monday	001	08:28	17:32	00:00	00:28	07:32	00:00	P	
05/06/2025	Thursday	001	08:26	17:47	00:00	00:13	07:38	00:00	P	
06/06/2025	Friday	001	08:47	17:25	00:00	00:35	07:16	00:00	P	
09/06/2025	Monday	001	08:15	13:11	00:00	04:49	03:11	00:00	P	
10/06/2025	Tuesday	001	13:49	17:30	04:49	00:30	02:41	00:00	P	
11/06/2025	Wednesday	001	08:30	17:31	00:00	00:29	07:31	00:00	P	
16/06/2025	Monday	001	08:30	17:31	00:00	00:29	07:31	00:00	P	
17/06/2025	Tuesday	001	08:31	17:28	00:00	00:32	07:28	00:00	P	
18/06/2025	Wednesday	001	08:26	17:37	00:00	00:23	07:37	00:00	P	
19/06/2025	Thursday	001	08:17	17:30	00:00	00:30	07:30	00:00	P	
20/06/2025	Friday	001	08:27	17:32	00:00	00:28	07:32	00:00	P	
23/06/2025	Monday	001	08:24	17:36	00:00	00:24	07:36	00:00	P	
24/06/2025	Tuesday	001	08:23	17:34	00:00	00:26	07:34	00:00	P	
25/06/2025	Wednesday	001	08:21	17:31	00:00	00:29	07:31	00:00	P	
26/06/2025	Thursday	001	08:29	17:49	00:00	00:11	07:49	00:00	P	
27/06/2025	Friday	001	08:23	17:32	00:00	00:28	07:32	00:00	P	
30/06/2025	Monday	001	08:16	17:30	00:00	00:30	07:30	00:00	P	

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Monthly Late Arrival Report from 01-Jun-2025 To 30-Jun-2025

Name : Aril

Employee ID: 1002

Attendance Date	Day	Shift Attended	In Time	Out Time	Late Arrival	Early Departure	Working Hours	OT Hours	Status	Remark
10/06/2025	Tuesday	001	13:49	17:30	04:49	00:30	02:41	00:00	P	

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Monthly Miss Punch Report from 01-Jun-2025 To 30-Jun-2025

Name : Aril

Employee ID: 1002

Attendance Date	Day	Shift Attended	In Time	Out Time	Late Arrival	Early Departure	Working Hours	OT Hours	Status	Remark
02/06/2025	Monday	001	08:28	17:32	00:00	00:28	07:32	00:00	P	
03/06/2025	Tuesday	HLD	08:32	17:45	00:00	00:00	09:00	00:13	PHLD	
04/06/2025	Wednesday	HLD	08:06	17:31	00:00	00:00	08:55	00:25	PHLD	
05/06/2025	Thursday	001	08:26	17:47	00:00	00:13	07:38	00:00	P	
06/06/2025	Friday	001	08:47	17:25	00:00	00:35	07:16	00:00	P	
09/06/2025	Monday	001	08:15	13:11	00:00	04:49	03:11	00:00	P	
10/06/2025	Tuesday	001	13:49	17:30	04:49	00:30	02:41	00:00	P	
11/06/2025	Wednesday	001	08:30	17:31	00:00	00:29	07:31	00:00	P	
12/06/2025	Thursday	HLD	08:04	17:32	00:00	00:00	09:00	00:28	PHLD	
13/06/2025	Friday	HLD	08:25	17:30	00:00	00:00	09:00	00:05	PHLD	
16/06/2025	Monday	001	08:30	17:31	00:00	00:29	07:31	00:00	P	
17/06/2025	Tuesday	001	08:31	17:28	00:00	00:32	07:28	00:00	P	
18/06/2025	Wednesday	001	08:26	17:37	00:00	00:23	07:37	00:00	P	
19/06/2025	Thursday	001	08:17	17:30	00:00	00:30	07:30	00:00	P	
20/06/2025	Friday	001	08:27	17:32	00:00	00:28	07:32	00:00	P	
23/06/2025	Monday	001	08:24	17:36	00:00	00:24	07:36	00:00	P	
24/06/2025	Tuesday	001	08:23	17:34	00:00	00:26	07:34	00:00	P	
25/06/2025	Wednesday	001	08:21	17:31	00:00	00:29	07:31	00:00	P	
26/06/2025	Thursday	001	08:29	17:49	00:00	00:11	07:49	00:00	P	
27/06/2025	Friday	001	08:23	17:32	00:00	00:28	07:32	00:00	P	
30/06/2025	Monday	001	08:16	17:30	00:00	00:30	07:30	00:00	P	

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Monthly Overtime Report from 01-Jun-2025 To 30-Jun-2025

Name : westly

Employee ID: 1004

Attendance Date	Day	Shift Attended	In Time	Out Time	Late Arrival	Early Departure	Working Hours	OT Hours	Status	Remark
01/06/2025	Sunday	OFF	00:00	13:55	00:00	00:00	04:26	04:55	PWO	
02/06/2025	Monday	001	17:32	08:32	08:32	00:00	09:04	14:32	P	
03/06/2025	Tuesday	HLD	13:00	00:00	00:00	00:00	05:15	02:00	PHLD	
04/06/2025	Wednesday	HLD	08:06	00:00	00:00	00:00	08:55	06:54	PHLD	
05/06/2025	Thursday	001	08:26	00:00	00:00	00:00	07:51	06:00	P	
08/06/2025	Sunday	OFF	00:00	13:11	00:00	00:00	04:04	04:11	PWO	
10/06/2025	Tuesday	001	17:30	08:30	08:30	00:00	09:00	14:30	P	
11/06/2025	Wednesday	001	13:01	00:00	04:01	00:00	00:28	06:00	P	
12/06/2025	Thursday	HLD	08:04	00:00	00:00	00:00	09:00	06:56	PHLD	
13/06/2025	Friday	HLD	08:25	17:30	00:00	00:00	09:00	00:05	PHLD	
15/06/2025	Sunday	OFF	00:00	13:50	00:00	00:00	04:26	04:50	PWO	
16/06/2025	Monday	001	17:31	08:31	08:31	00:00	09:02	14:31	P	
17/06/2025	Tuesday	001	13:15	00:00	04:15	00:00	00:17	06:00	P	
18/06/2025	Wednesday	001	08:26	00:00	00:00	00:00	08:00	06:00	P	
19/06/2025	Thursday	001	08:17	00:00	00:00	00:00	08:00	06:00	P	
22/06/2025	Sunday	OFF	00:00	13:56	00:00	00:00	04:23	04:56	PWO	
23/06/2025	Monday	001	17:36	08:23	08:36	00:00	08:59	14:23	P	
24/06/2025	Tuesday	001	13:04	00:00	04:04	00:00	00:22	06:00	P	
25/06/2025	Wednesday	001	08:21	00:00	00:00	00:00	08:00	06:00	P	
26/06/2025	Thursday	001	08:29	00:00	00:00	00:00	08:00	06:00	P	
29/06/2025	Sunday	OFF	00:00	13:53	00:00	00:00	04:12	04:53	PWO	

ITS OFFICE

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Monthly Present Report from 01-Jun-2025 To 30-Jun-2025

Name : Aril

Employee ID: 1002

Presents: 17

Attendance Date	Day	Shift Attended	In Time	Out Time	Late Arrival	Early Departure	Working Hours	OT Hours	Status	Remark
02/06/2025	Monday	001	08:28	17:32	00:00	00:28	07:32	00:00	P	
05/06/2025	Thursday	001	08:26	17:47	00:00	00:13	07:38	00:00	P	
06/06/2025	Friday	001	08:47	17:25	00:00	00:35	07:16	00:00	P	
09/06/2025	Monday	001	08:15	13:11	00:00	04:49	03:11	00:00	P	
10/06/2025	Tuesday	001	13:49	17:30	04:49	00:30	02:41	00:00	P	
11/06/2025	Wednesday	001	08:30	17:31	00:00	00:29	07:31	00:00	P	
16/06/2025	Monday	001	08:30	17:31	00:00	00:29	07:31	00:00	P	
17/06/2025	Tuesday	001	08:31	17:28	00:00	00:32	07:28	00:00	P	
18/06/2025	Wednesday	001	08:26	17:37	00:00	00:23	07:37	00:00	P	
19/06/2025	Thursday	001	08:17	17:30	00:00	00:30	07:30	00:00	P	
20/06/2025	Friday	001	08:27	17:32	00:00	00:28	07:32	00:00	P	
23/06/2025	Monday	001	08:24	17:36	00:00	00:24	07:36	00:00	P	
24/06/2025	Tuesday	001	08:23	17:34	00:00	00:26	07:34	00:00	P	
25/06/2025	Wednesday	001	08:21	17:31	00:00	00:29	07:31	00:00	P	
26/06/2025	Thursday	001	08:29	17:49	00:00	00:11	07:49	00:00	P	
27/06/2025	Friday	001	08:23	17:32	00:00	00:28	07:32	00:00	P	
30/06/2025	Monday	001	08:16	17:30	00:00	00:30	07:30	00:00	P	

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Monthly Rawdata Punch Report from 01-Jun-2025:30-Jun-2025

Name	Employee ID	User ID	Department	Punch Date & Time	Machine Serial No.
Wan	100	100	Technical	10/06/2025 16:11	ZXRB06004647
Wan	100	100	Technical	10/06/2025 16:13	ZXRB06004647
Wan	100	100	Technical	10/06/2025 16:45	ZXRB06004647
Wan	100	100	Technical	10/06/2025 16:50	ZXRB06004647
Wan	100	100	Technical	10/06/2025 16:56	ZXRB06004647
Wan	100	100	Technical	10/06/2025 16:57	ZXRB06004647
Wan	100	100	Technical	10/06/2025 17:06	ZXRB06004647
Wan	100	100	Technical	10/06/2025 17:16	ZXRB06004647
Wan	100	100	Technical	10/06/2025 17:23	ZXRB06004647
Wan	100	100	Technical	10/06/2025 17:24	ZXRB06004647
Wan	100	100	Technical	10/06/2025 17:26	ZXRB06004647
Wan	100	100	Technical	10/06/2025 17:30	ZXRB06004647
Wan	100	100	Technical	10/06/2025 17:35	ZXRB06004647
Wan	100	100	Technical	10/06/2025 17:36	ZXRB06004647
Wan	100	100	Technical	11/06/2025 08:51	ZXRB06004647
Wan	100	100	Technical	13/06/2025 08:50	ZXRB06004647
Wan	100	100	Technical	13/06/2025 08:52	ZXRB06004647
Wan	100	100	Technical	13/06/2025 08:55	ZXRB06004647
Wan	100	100	Technical	13/06/2025 08:56	ZXRB06004647
Wan	100	100	Technical	13/06/2025 09:01	ZXRB06004647
Wan	100	100	Technical	13/06/2025 09:03	ZXRB06004647
Wan	100	100	Technical	13/06/2025 09:04	ZXRB06004647
Wan	100	100	Technical	13/06/2025 09:14	ZXRB06004647
Wan	100	100	Technical	13/06/2025 09:46	ZXRB06004647
Wan	100	100	Technical	13/06/2025 09:51	ZXRB06004647
Wan	100	100	Technical	13/06/2025 11:30	ZXRB06004647
Wan	100	100	Technical	13/06/2025 11:47	ZXRB06004647
Wan	100	100	Technical	13/06/2025 14:28	TTRA35000031
Wan	100	100	Technical	25/06/2025 10:15	ZXRB06004647
Wan	100	100	Technical	25/06/2025 10:20	ZXRB06004647
Wan	100	100	Technical	25/06/2025 10:24	ZXRB06004647
Wan	100	100	Technical	25/06/2025 10:29	ZXRB06004647
Wan	100	100	Technical	25/06/2025 12:58	ZXRB06004647
Wan	100	100	Technical	25/06/2025 13:00	ZXRB06004647
Wan	100	100	Technical	25/06/2025 13:24	ZXRB06004647
Syaqir	1001	1001	Technical	02/06/2025 08:00	Manual Punch
Syaqir	1001	1001	Technical	02/06/2025 16:00	Manual Punch
Syaqir	1001	1001	Technical	03/06/2025 08:00	Manual Punch
Syaqir	1001	1001	Technical	03/06/2025 16:30	Manual Punch
Syaqir	1001	1001	Technical	04/06/2025 09:00	Manual Punch
Syaqir	1001	1001	Technical	04/06/2025 18:00	Manual Punch
Syaqir	1001	1001	Technical	05/06/2025 09:30	Manual Punch
Syaqir	1001	1001	Technical	05/06/2025 18:00	Manual Punch
Syaqir	1001	1001	Technical	13/06/2025 08:41	TTRA35000031
Syaqir	1001	1001	Technical	13/06/2025 08:50	ZXRB06004647

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14 Jalan Puteri 5/12

Monthly Absent Report from 01-Jun-2025 To 30-Jun-2025

Name : ASDFG

Employee ID: 4

Absents: 30

Attendance Date	Day	Shift Attended	In Time	Out Time	Late Arrival	Early Departure	Working Hours	OT Hours	Status	Remark
01/06/2025	Sunday	OFF			00:00	00:00	00:00	00:00	A	
02/06/2025	Monday	FL1			00:00	00:00	00:00	00:00	A	
03/06/2025	Tuesday				00:00	00:00	00:00	00:00	A	
04/06/2025	Wednesday				00:00	00:00	00:00	00:00	A	
05/06/2025	Thursday	FL1			00:00	00:00	00:00	00:00	A	
06/06/2025	Friday	FL1			00:00	00:00	00:00	00:00	A	
07/06/2025	Saturday	OFF			00:00	00:00	00:00	00:00	A	
08/06/2025	Sunday	OFF			00:00	00:00	00:00	00:00	A	
09/06/2025	Monday	FL1			00:00	00:00	00:00	00:00	A	
10/06/2025	Tuesday	FL1			00:00	00:00	00:00	00:00	A	
11/06/2025	Wednesday	FL1			00:00	00:00	00:00	00:00	A	
12/06/2025	Thursday				00:00	00:00	00:00	00:00	A	
13/06/2025	Friday				00:00	00:00	00:00	00:00	A	
14/06/2025	Saturday	OFF			00:00	00:00	00:00	00:00	A	
15/06/2025	Sunday	OFF			00:00	00:00	00:00	00:00	A	
16/06/2025	Monday	FL1			00:00	00:00	00:00	00:00	A	
17/06/2025	Tuesday	FL1			00:00	00:00	00:00	00:00	A	
18/06/2025	Wednesday	FL1			00:00	00:00	00:00	00:00	A	
19/06/2025	Thursday	FL1			00:00	00:00	00:00	00:00	A	
20/06/2025	Friday	FL1			00:00	00:00	00:00	00:00	A	
21/06/2025	Saturday	OFF			00:00	00:00	00:00	00:00	A	
22/06/2025	Sunday	OFF			00:00	00:00	00:00	00:00	A	
23/06/2025	Monday	FL1			00:00	00:00	00:00	00:00	A	
24/06/2025	Tuesday	FL1			00:00	00:00	00:00	00:00	A	
25/06/2025	Wednesday	FL1			00:00	00:00	00:00	00:00	A	
26/06/2025	Thursday	FL1			00:00	00:00	00:00	00:00	A	
27/06/2025	Friday	FL1			00:00	00:00	00:00	00:00	A	
28/06/2025	Saturday	OFF			00:00	00:00	00:00	00:00	A	
29/06/2025	Sunday	OFF			00:00	00:00	00:00	00:00	A	
30/06/2025	Monday	FL1			00:00	00:00	00:00	00:00	A	