Attendance & Hourly Absence (Annual Accounts)

General

This report documents the absences per calendar year that generally occur in the amount of hours during regular working time and are a productive or unproductive part of the actual working time, and compares them with the target and actual working times and with the productive time per year.

You can find a description of the search form and of features such as filtering and hiding HERE[1].

Accounts shown

in alphabetical order

Account name	Account description	Account can be influenced by
Doctor (J)	unproductive absences marked as doctor visit during actual time	Bookings and booking corrections (correction client, absence client or requests by the person)
Official errand (J)	hourly time spent on official errands in the calendar year up to the cut-off date	Bookings and booking corrections (correction client, absence client or requests by the person)
Business trip (J)	completed business trip times of the calendar year up to the cut-off date	Travel requests and travel request approvals or booking corrections
Compensatory rest (J)	Compensatory rest periods according to statutory entitlement	
Annual actual	working time actually performed, including productive and unproductive absences, per calendar year up to the cut-off date	
Annual target	Target time of the calendar year up to the cut-off date	
Productive time (J)	Annual actual minus unproductive absence reasons	
Balance (J)	absolute sum of the daily ACTUAL times up to the end of the list's query year	Time bookings

1. /daisy/webdesk-manual-admin/10780-dsy.html?language=4