

Star Human Resource Services Group

Toppers HR Services (Pvt) Ltd. Star HR Services (Pvt) Ltd. ABO Brothers (Pvt) Ltd. Akram & Sons Friends Enterprises

TADA Summary For the Month Of										
Employee NameSTAR HRSG ID:						D	epartment &	Designation		
					Date Of Submission (to be filled by HC Executive)					
Sno.	From (Date)	To (Date)	From(City)	То ((City)	No. O	f days	Reason	Supervisor Opinion	
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
			Total	'						
	Supervisor Signature Financial Approver Signature									
	Supervisor ID							Financial Approver ID		
	Date	-						Date		
	Documents	Occuments To Be Attached								
	BTL's		Exceptional for accomodations & Ti				Bills for accomodation			

and ticket

(if Required)