



**ADMINISTRATIVE FORM**

PROJECT: MINSA CAPSI PUERTO CAIMITO (03)

FORTNIGHT PERIOD:

**BEGINS:**  
**16-Feb-15**

**ENDS:**  
**28-Feb-15**

| ID No. | EMPLOYEE NAME | JOB | PROJECT | CODE | DAYS WORKED |         |           |           |           |           |         |           |           |           |           |           |           |              | OVERVIEW                |              |                         |         |                       |  |  |  |  |
|--------|---------------|-----|---------|------|-------------|---------|-----------|-----------|-----------|-----------|---------|-----------|-----------|-----------|-----------|-----------|-----------|--------------|-------------------------|--------------|-------------------------|---------|-----------------------|--|--|--|--|
|        |               |     |         |      | Mon<br>16   | M<br>17 | Tue<br>18 | Thu<br>19 | Fri<br>20 | Sat<br>21 | D<br>22 | Mon<br>23 | Tue<br>24 | Tue<br>25 | Thu<br>26 | Fri<br>27 | Sat<br>28 | Total<br>reg | Total<br>extra<br>hours | Total<br>reg | Total<br>extra<br>hours | \$/HOUR | TOTAL GROSS<br>SALARY |  |  |  |  |
|        |               |     |         |      |             |         |           |           |           |           |         |           |           |           |           |           |           |              |                         |              |                         |         |                       |  |  |  |  |
|        |               |     |         |      |             |         |           |           |           |           |         |           |           |           |           |           |           |              |                         |              |                         |         |                       |  |  |  |  |
|        |               |     |         |      |             |         |           |           |           |           |         |           |           |           |           |           |           |              |                         |              |                         |         |                       |  |  |  |  |
|        |               |     |         |      |             |         |           |           |           |           |         |           |           |           |           |           |           |              |                         |              |                         |         |                       |  |  |  |  |
|        |               |     |         |      |             |         |           |           |           |           |         |           |           |           |           |           |           |              |                         |              |                         |         |                       |  |  |  |  |
|        |               |     |         |      |             |         |           |           |           |           |         |           |           |           |           |           |           |              |                         |              |                         |         |                       |  |  |  |  |

- DISABILITY-CERTIFICATE
- PAID LEAVE OF ABSENCE - BEREAVEMENT LEAVE
- UNPAID LEAVE OF ABSENCE
- HOLIDAY WORKED
- HOLIDAY NOT WORKED

- MATERNITY
- HOLIDAYS

- 01 MINSA CAPSI Rio Sereno
- 02 MINSA CAPSI Kuna Yala
- 03 MINSA CAPSI Puerto Caimito
- 04 COLON MARKET
- 05 TOCUMEN

- CIUDAD DE LAS ARTES
- JUDICIAL BODY
- PALACIO COLON
- JUAN DIAZ MARKET
- PACORA MARKET

SUBMITTED BY: E-MAIL  
MICHAEL CUETO  
PROJECT SUPERVISOR

APPROVED BY: REVISED AND APPROVED  
LEOPOLDO VEGA  
PROJECT MANAGER

DATE: 24-Feb-15





**PLANILLA ADMINISTRATIVA**

PROYECTO: MINSA CAPSI PUERTO CAIMITO (03)

PERIODO  
QUINCENAL:

**COMIENZA:**  
16 de febrero de 2015

**TERMINA:**  
28 de febrero de 2015

| ID No. | NOMBRE EMPLEADO | CARGO | PROYECTO | CODIGO | DIAS TRABAJADOS |    |    |    |    |    |    |    |    |    |    |    |    |           | RESUMEN          |           |                             |        |                     |
|--------|-----------------|-------|----------|--------|-----------------|----|----|----|----|----|----|----|----|----|----|----|----|-----------|------------------|-----------|-----------------------------|--------|---------------------|
|        |                 |       |          |        | L               | M  | M  | J  | V  | S  | D  | L  | M  | M  | J  | V  | S  | Tot al de | Total Hrs X-tras | Tot al de | Total de Hrs Xtras dia Dom. | S/HORA | TOTAL SALARIO BRUTO |
|        |                 |       |          |        | 16              | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |           |                  |           |                             |        |                     |
|        |                 |       |          |        |                 |    |    |    |    |    |    |    |    |    |    |    |    |           |                  |           |                             |        |                     |
|        |                 |       |          |        |                 |    |    |    |    |    |    |    |    |    |    |    |    |           |                  |           |                             |        |                     |
|        |                 |       |          |        |                 |    |    |    |    |    |    |    |    |    |    |    |    |           |                  |           |                             |        |                     |
|        |                 |       |          |        |                 |    |    |    |    |    |    |    |    |    |    |    |    |           |                  |           |                             |        |                     |
|        |                 |       |          |        |                 |    |    |    |    |    |    |    |    |    |    |    |    |           |                  |           |                             |        |                     |
|        |                 |       |          |        |                 |    |    |    |    |    |    |    |    |    |    |    |    |           |                  |           |                             |        |                     |

INCAPACIDAD-CERTIFICADO
  MATERNIDAD  
 AUSENCIA REMUNERADA - POR DUELO POR FAMILIAR
  VACACIONES  
 AUSENCIA NO REMUNERADA  
 FERIADO TRABAJADO  
 FERIADO NO TRABAJADO

01  MINSA CAPSI Rio Sereno
  IUDAD DE LAS ARTES  
 02  MINSA CAPSI Kuna Yala
  RGANO JUDICIAL  
 03  MINSA CAPSI Puerto Caimito
  ALACIO COLON  
 04  MERCADO COLON
  MERCADO JUAN DIAZ  
 05  TOCUMEN
  MERCADO PACORA

REMITIDO POR: **E-MAIL**  
MICHAEL CUETO  
SUPERVISOR DE PROYECTO

APROBADO POR: **REVISADO Y APROBADO**  
LEOPOLDO VEGA  
GERENTE PROYECTO

FECHA: **24 DE FEBRERO DE 2015**