様式第2号（第6条関係）

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 出勤 |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  | 出張 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  | 休日 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  | 休暇 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  | 欠勤 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  | 其他 |
| 合計 | 計 |  | 十二月 | 十一月 | 十月 | 九月 | 八月 | 七月 | 六月 | 五月 | 四月 | 三月 | 二月 | 一月 |  | 年出勤簿 |
|  |  | 出勤 |  |  |  |  |  |  |  |  |  |  |  | 元旦 | 一 |
|  |  |  |  |  |  |  |  |  |  |  |  | 二 |
|  | 文化の日 |  |  |  |  |  | 憲法記念日 |  |  |  |  | 三 |
|  |  | 出張 |  |  |  |  |  |  |  |  |  |  |  |  | 四 |
|  |  |  |  |  |  |  | 子供の日 |  |  |  |  | 五 |
|  |  |  |  |  |  |  |  |  |  |  |  | 六 |
|  |  | 休暇 |  |  |  |  |  |  |  |  |  |  |  |  | 七 | 職名 |
|  |  |  |  |  |  |  |  |  |  |  |  | 八 |
|  |  |  |  |  |  |  |  |  |  |  |  | 九 |
|  |  | 一般休日 |  |  | 体育の日 |  |  |  |  |  |  |  |  |  | 十 |  |
|  |  |  |  |  |  |  |  |  |  | 建国記念日 |  | 十一 |
|  |  |  |  |  |  |  |  |  |  |  |  | 十二 |
|  |  | 欠勤 |  |  |  |  |  |  |  |  |  |  |  |  | 十三 |
|  |  |  |  |  |  |  |  |  |  |  |  | 十四 |
|  |  |  | 敬老の日 |  |  |  |  |  |  |  | 成人の日 | 十五 |
|  |  | 忌引 |  |  |  |  |  |  |  |  |  |  |  |  | 十六 | 氏名 |
|  |  |  |  |  |  |  |  |  |  |  |  | 十七 |
|  |  |  |  |  |  |  |  |  |  |  |  | 十八 |
|  |  | 墓参 |  |  |  |  |  |  |  |  |  |  |  |  | 十九 |
|  |  |  |  |  |  |  |  |  |  |  |  | 二十 |  |
|  |  |  |  |  |  |  |  |  |  |  |  | 二十一 |
|  |  | 早引 |  |  |  |  |  |  |  |  |  |  |  |  | 二十二 |
| 天皇誕生日 | 勤労感謝の日 |  |  |  |  |  |  |  |  |  |  | 二十三 |
|  |  |  |  |  |  |  |  |  |  |  |  | 二十四 |
|  |  | 遅参 |  |  |  |  |  |  |  |  |  |  |  |  | 二十五 |
|  |  |  |  |  |  |  |  |  |  |  |  | 二十六 |
|  |  |  |  |  |  |  |  |  |  |  |  | 二十七 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 二十八 |
|  |  |  |  |  |  |  |  | みどりの日 |  |  |  | 二十九 |
|  |  |  |  |  |  |  |  |  |  |  |  | 三十 |
|  |  |  |  |  |  |  |  |  |  |  |  | 三十一 |