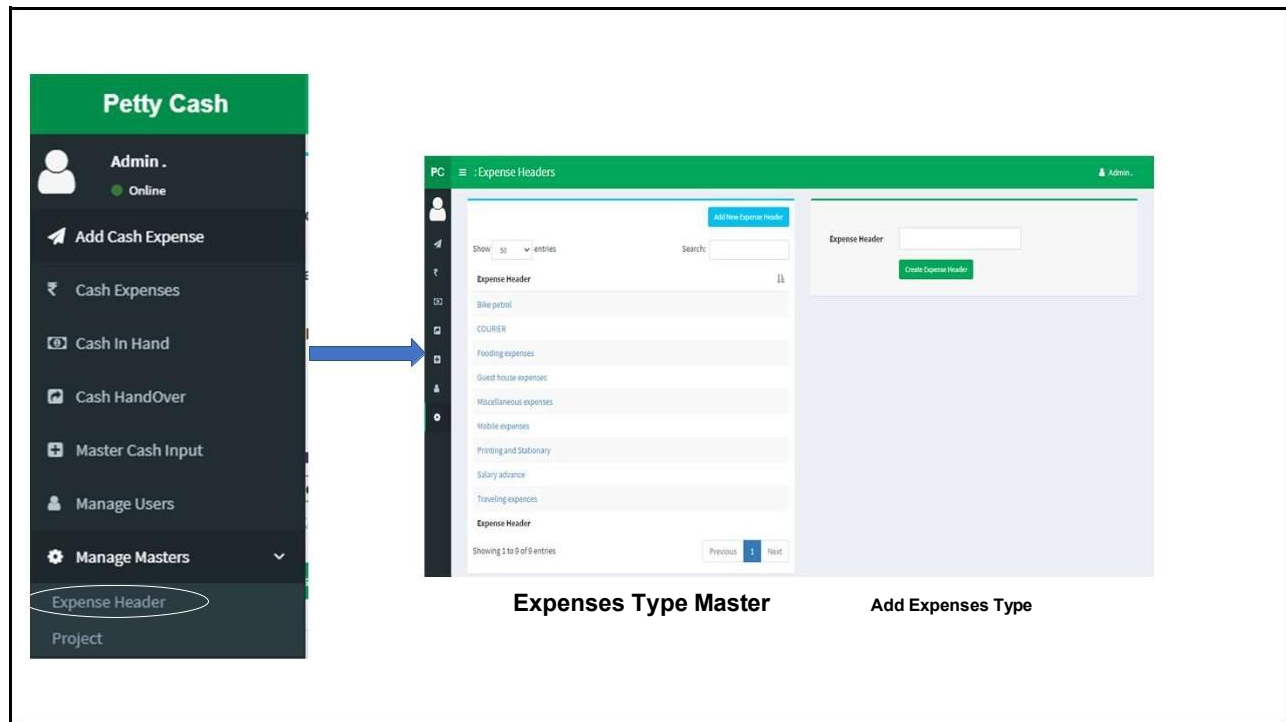


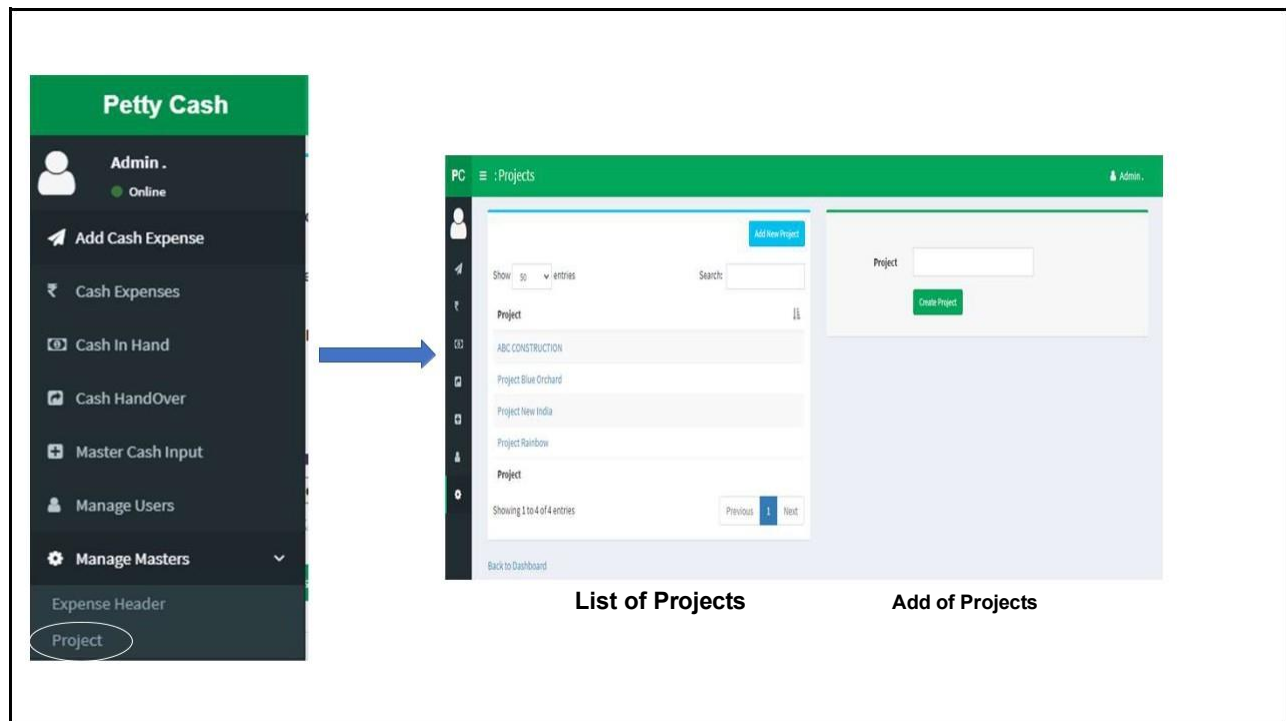
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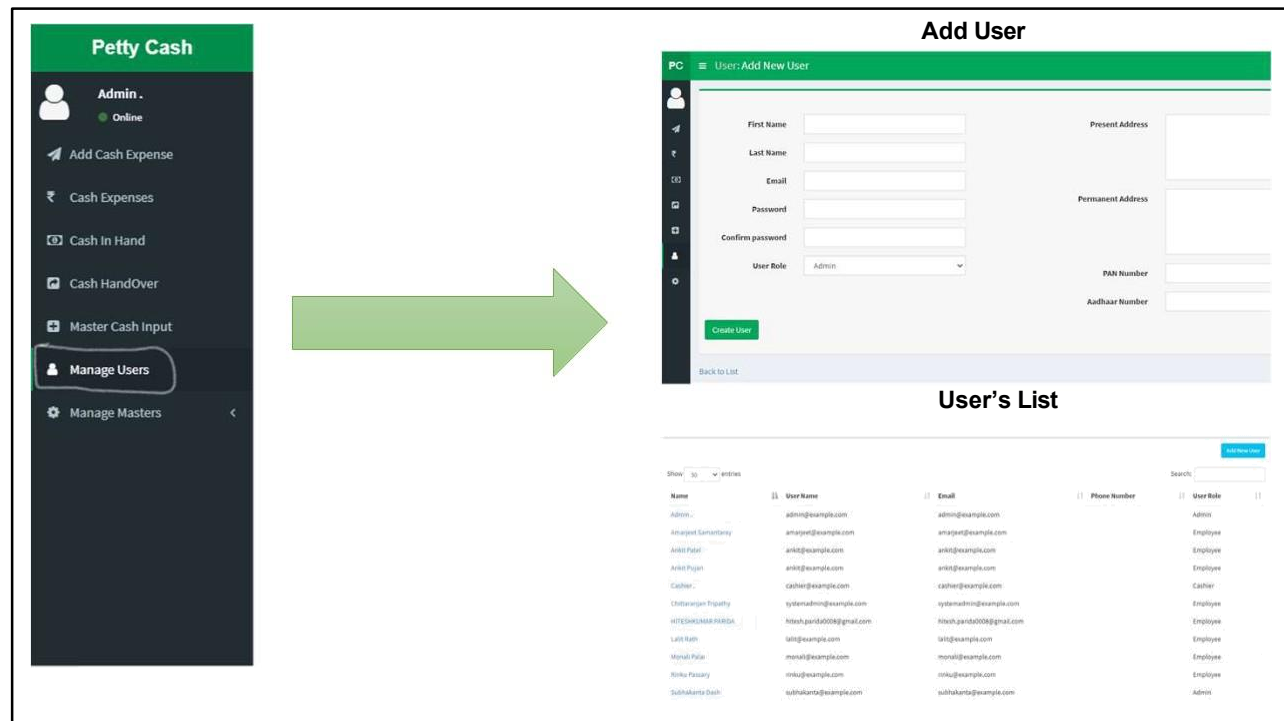
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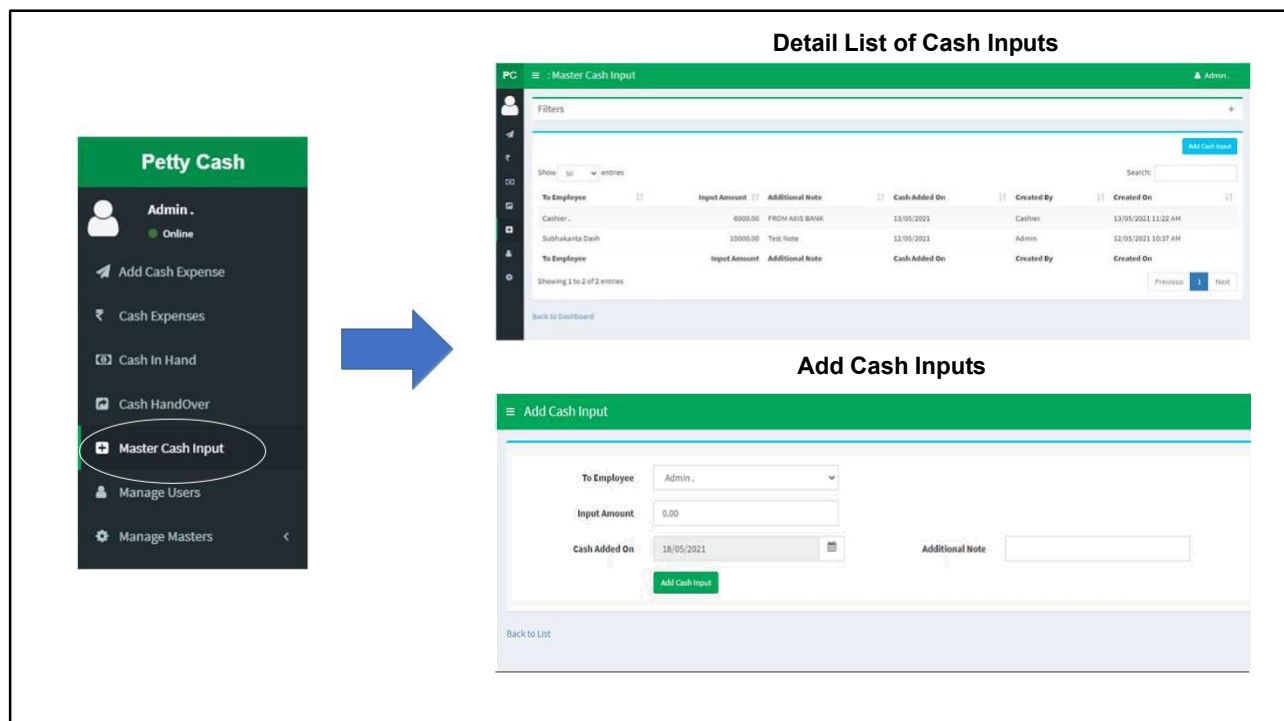
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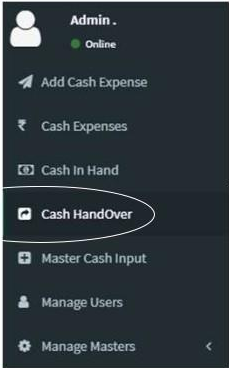
4



5



6



Cash Hand Over Details List

Cash HandOver Admin .

Filters + Add Cash HandOver

Show 50 entries Search

From Employee	To Employee	HandOver Amount	Additional Note	Cash Added On	Created By	Created On
Cashier .	HITESHKUMAR PARIDA	1000.00	EXPENSE AND ADVANCE	13/05/2021	Cashier	13/05/2021 11:23 AM
Subhakarta Dash	Amargyet Samantaray	2000.00	Test Note	12/05/2021	Admin	12/05/2021 10:42 AM

Showing 1 to 2 of 2 entries

Previous 1 Next

[Back to Dashboard](#)

Add Cash Hand Over

Add Cash HandOver

From Employee: Admin .

HandOver Amount: 0.00

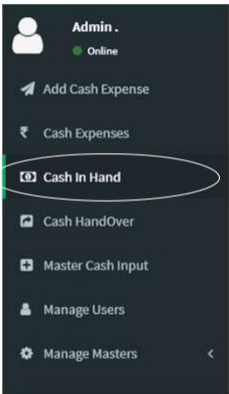
Cash Added On: 18/05/2021

To Employee: - Select To Employee -

Additional Note:

[Add Cash HandOver](#)

[Back to List](#)



User Cash In Hand List

Export as Excel

Show 50 entries Search

Employee	Cash In Hand	New Cash Expense Total	Effective Cash In Hand
Admin .	-1148.00	7945.00	-9093.00
Amargyet Samantaray	1201.40	4080.00	-2818.60
Aniket Patel	3809.00	800.00	3009.00
Aniket Pujari	0.00	0.00	0.00
Cashier .	34100.00	2200.00	31900.00
Chittaranjan Tripathy	1450.00	0.00	1450.00
HITESHKUMAR PARIDA	800.00	3500.00	-4700.00
Lalit Rath	100.00	1300.00	-1200.00
Manali Patel	901.00	800.00	101.00
Rinku Passary	1425.40	0.00	1425.40
Subhakarta Dash	22309.00	1500.00	21000.00

Employee Wise Expenses Details

HITESHKUMAR PARIDA Admin .

Employee: HITESHKUMAR PARIDA

Cash In Hand: Rs. 1000.00

Amount Pending Approval: Rs. 5500.00

Effective Cash In Hand: Rs. -4500.00

Approval Status: New

Project	Expense For	Expense Amount	Expense Description	Expense Date	Created By	Created On	Approval Status
ABC CONSTRUCTION	Guest house expenses	500.00	Meeting in Jagpur	13/05/2021	Cashier	13/05/2021	New Approve
ABC CONSTRUCTION	Guest house expenses	5000.00	Client meeting in Jagpur	13/05/2021	HITESHKUMAR	13/05/2021	New Approve

New Cash Expense Total: Rs. 5500.00 (Pending Approval)

Employee Expenses Detail With Bills Attachment

Guest house expenses

Employee: HITESHKUMAR PARIDA

Amount: 500.00

Created By: Cashier

Project: ABC CONSTRUCTION

Expense Date: 13/05/2021

Created On: 13/05/2021 11:36AM

For: Guest house expenses

Description: Meeting in Jagpur

Approve ☒ Approve Partially ☐ Reject ☐

Approved Amount: 500.00

Approval Note:

Approve Full Expense

Upload Additional Invoices, Receipts and other Support Documents:

Choose Files No file chosen

jpg | png | bmp | doc | docx | pdf | xls | xlsx | zip files only.

Upload

File: 2021_05_13_11_36_30_bill.jpg

Uploaded by Cashier, on 13/05/2021

Delete

Approval types

Approve ☒ Approve Partially ☐ Reject ☐

Approved Amount: 500.00

Approval Note:

Approve Full Expense

Employee Transaction History Passbook

Export as Excel

Show: 50 entries

Transaction On	Transaction Type	Description	Incoming Amount	Outgoing Amount	Balance Amount
18/05/2021 03:32 PM	Cash Handover	From Cashier to HITESHKUMAR (EXPENSE AND ADVANCE).	300.00		1000.00
19/05/2021 03:32 PM	Cash Expense	Partially Approved (100.00/1000.00). Bike petrol (CLIENT MEETING IN CUTTUCK). ABC CONSTRUCTION.		100.00	700.00
13/05/2021 11:23	Cash Handover	From Cashier to HITESHKUMAR (EXPENSE AND ADVANCE).	1000.00		800.00

Rejected Expenses

Show: 50 entries

Project	Expense For	Expense Amount	Expense Description	Expense Date	Created By	Created On	Approval Status	Rejected By	Rejected On
ABC CONSTRUCTION	Bike petrol	100.00	For client visit	13/05/2021	HITESHKUMAR	13/05/2021	Rejected	Cashier	13/05/2021

Showing 1 to 1 of 1 entries

9

List of Employee And Their Expenses

Add Cash Expenses

Show: 50 entries

Employee	Project	Expense For	Description	Expense Amount	Expense Date	Status	Approved Amount
HITESHKUMAR PARIDA	ABC CONSTRUCTION	Guest house expenses	Meeting in Jagpur	500.00	13/05/2021	New	
HITESHKUMAR PARIDA	ABC CONSTRUCTION	Guest house expenses	Client meeting in Jagpur	500.00	13/05/2021	New	
HITESHKUMAR PARIDA	ABC CONSTRUCTION	Fooding expenses		120.00	13/05/2021	Partially Approved	100.00
HITESHKUMAR PARIDA	ABC CONSTRUCTION	Bike petrol	For client visit	100.00	13/05/2021	Approved	100.00
HITESHKUMAR PARIDA	ABC CONSTRUCTION	Bike petrol	For client visit	100.00	13/05/2021	Rejected	0.00
Suman Parmark	Project Blue Orchard	Miscellaneous expenses		300.00	12/05/2021	New	
Sudhakanta Dash	Project New India	Mobile expenses	Mobile Recharge	500.00	12/05/2021	New	
Amargout Samantary	Project Blue Orchard	Bike petrol	Test	755.00	26/04/2021	Approved	755.00

Showing 1 to 8 of 8 entries

Adding Cash Expenses of Employee Form Admin Login

Employee: Admin

Project: - Select Project -

Expense For: - Select Expense For -

Expense Amount: 0.00

Expense Date: 18/05/2021

Description:

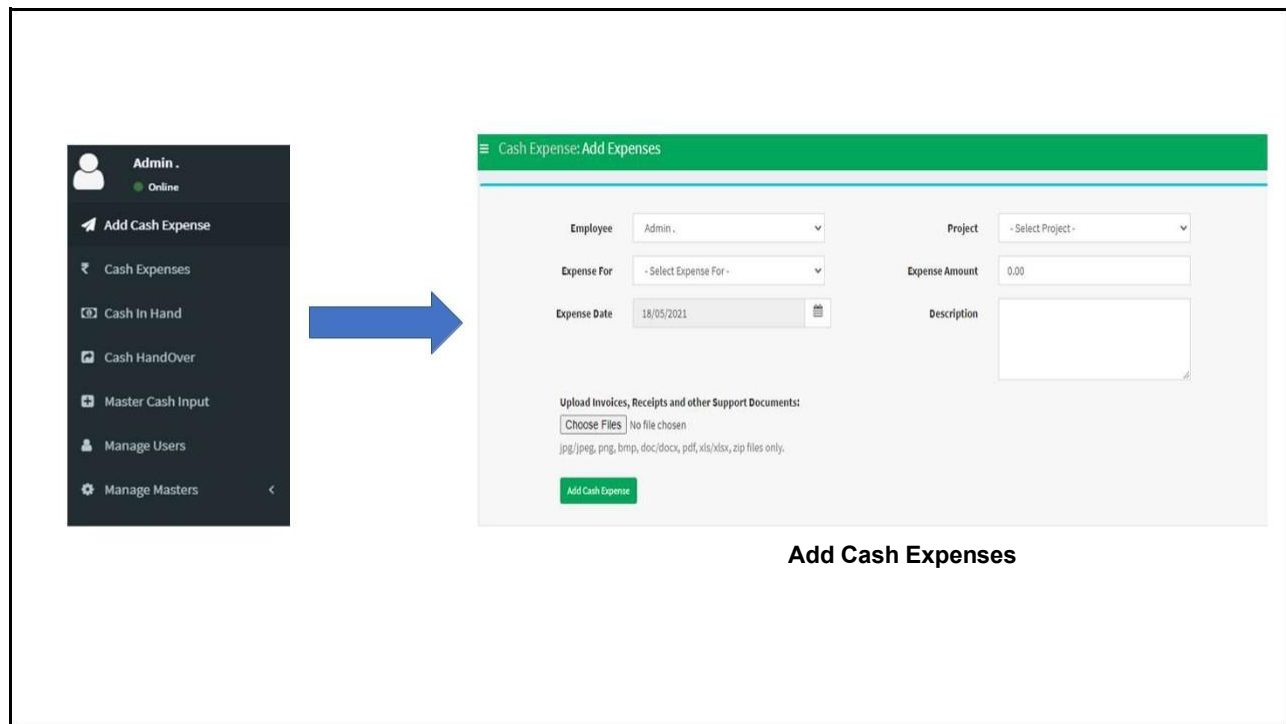
Upload Invoices, Receipts and other Support Documents:

Choose Files No file chosen

jpg | png | bmp | doc | docx | pdf | xls | xlsx | zip files only.

Add Cash Expense

10



11



12

Name of Employee

Employee side Menu Bar

Add Cash Expenses

13

Particular Expenses Details

Expenses List

Particular Expenses Details

14

HITESHKUMAR PARIDA
Online

[Add Cash Expense](#)

[Cash Expenses](#)

[Cash In Hand](#)

Cash In Hand

Showing 1 to 1 of 1 entries

Employee	Cash In Hand	New Cash Expense Total	Effective Cash In Hand
HITESHKUMAR PARIDA	1000.00	5600.00	-4600.00

Showing 1 to 1 of 1 entries

After clicking on the name this page will open

HITESHKUMAR PARIDA

Employee: HITESHKUMAR PARIDA Cash In Hand: Rs. 1000.00 Amount Pending Approval: Rs. 5600.00 Effective Cash In Hand: Rs. -4600.00

Approval Status: New

Project	Expense For	Expense Amount	Expense Description	Expense Date	Created By	Created On	Approval Status
ABC CONSTRUCTION	Fooding expenses	100.00	Meeting in Cuttack	22/05/2021	HITESHKUMAR	22/05/2021	New
ABC CONSTRUCTION	Guest house expenses	500.00	Meeting in Jajpur	13/05/2021	Cashier	13/05/2021	New
ABC CONSTRUCTION	Guest house expenses	5000.00	Client meeting in Jajpur	13/05/2021	HITESHKUMAR	13/05/2021	New

New Cash Expense Total: Rs. 5600.00 (Pending Approval)

15

Transaction History: Passbook

[Export as Excel](#)

Showing 50 entries

Transaction On	Transaction Type	Description	Incoming Amount	Outgoing Amount	Balance Amount
19/05/2021 03:32 PM	Cash Handover	From Cashier to HITESHKUMAR (EXPENSE AND ADVANCE).	300.00		1000.00
19/05/2021 03:32 PM	Cash Expense	Partially Approved (100.00/1000.00). Bike petrol (CLIENT MEETING IN CUTTUCK).ABC CONSTRUCTION.		100.00	700.00

Approval Status: Rejected

Approval Status: Rejected

Showing 50 entries

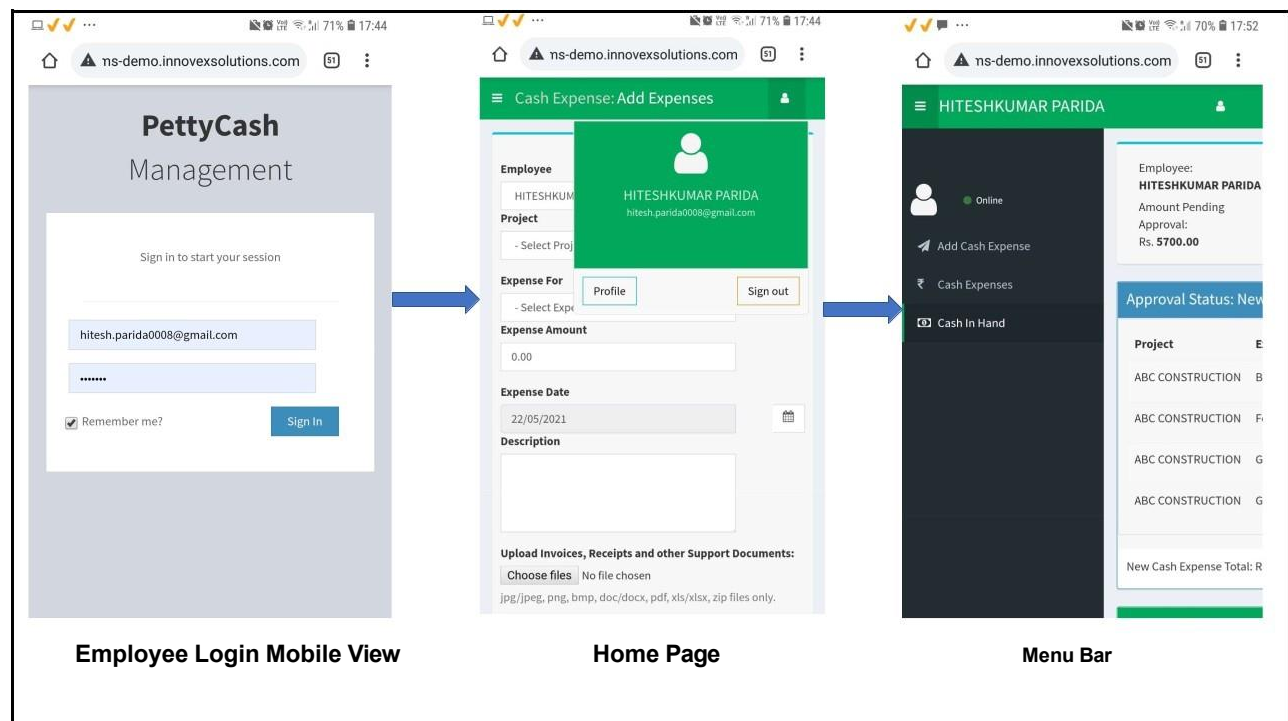
Project	Expense For	Expense Amount	Expense Description	Expense Date	Created By	Created On	Approval Status	Rejected By	Rejected On
ABC CONSTRUCTION	Bike petrol	100.00	For client visit	13/05/2021	HITESHKUMAR	13/05/2021	Rejected	Cashier	13/05/2021

Showing 1 to 1 of 1 entries

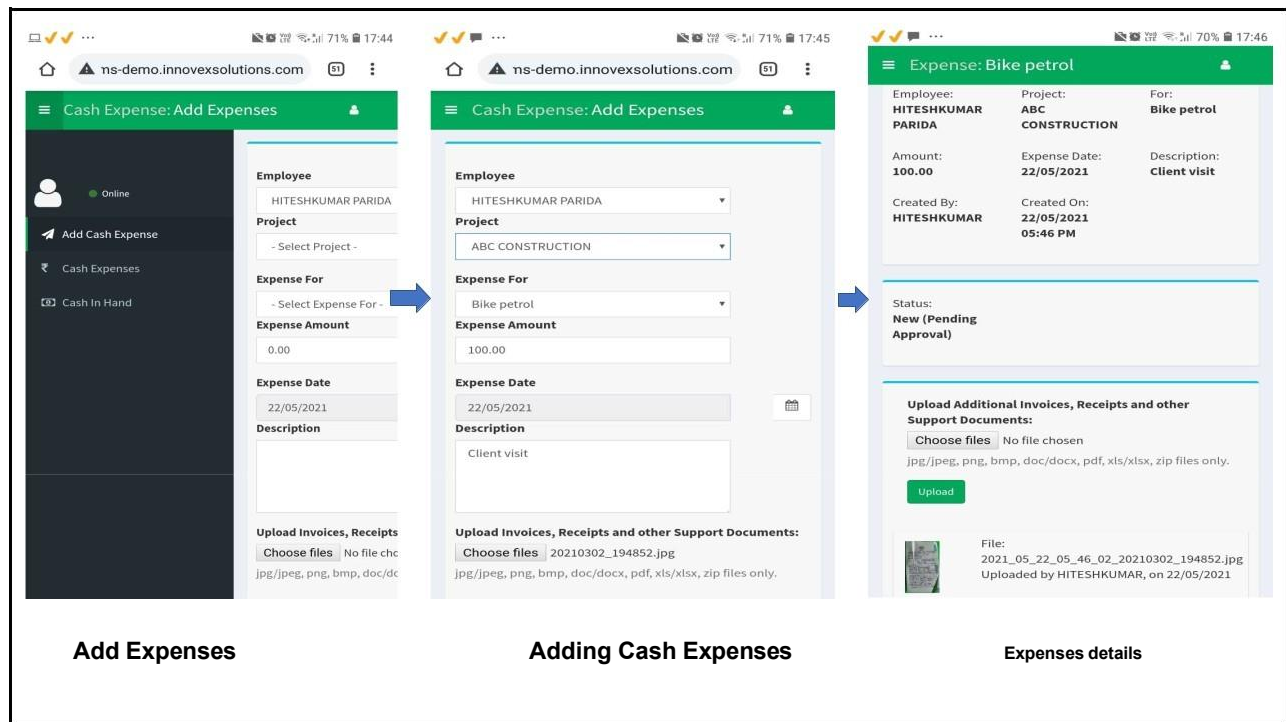
16

MOBILE VIEW OF EMPLOYEE

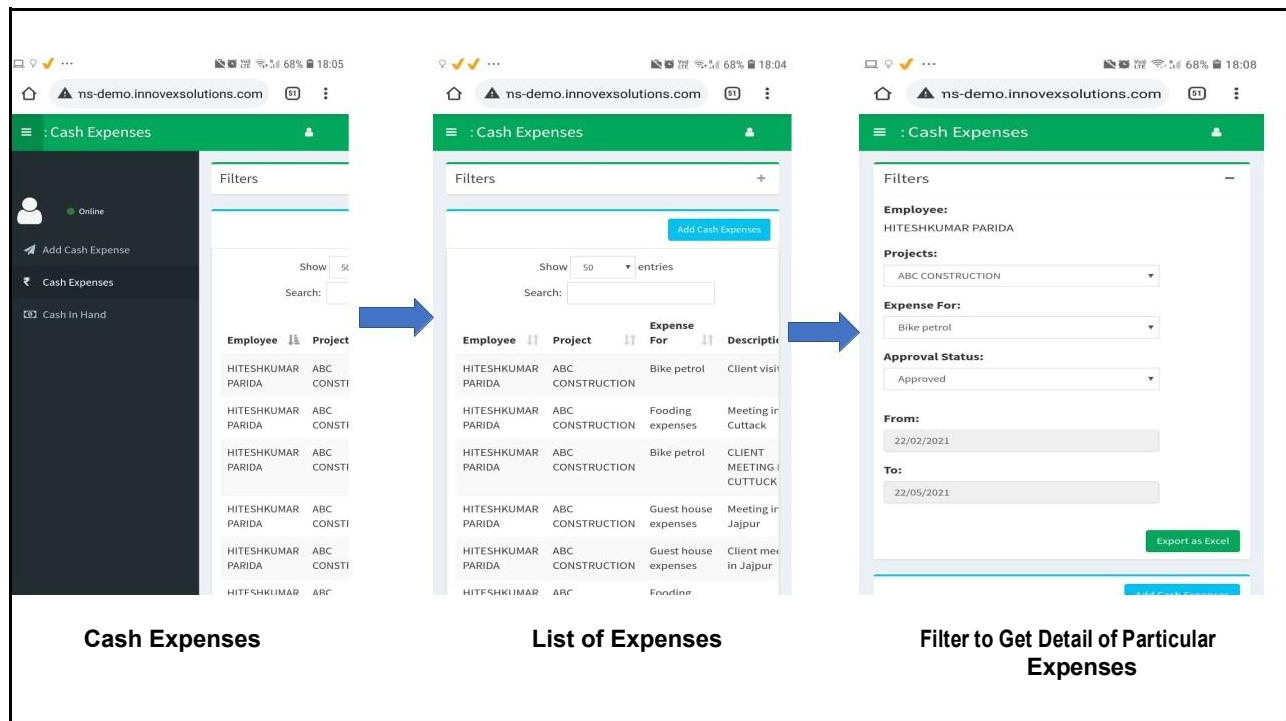
17



18



19



20

