LIGHTCRAFT®

…light. Years ahead.

HR-LF-Deng-2018-00021

APPLICATION FOR LEAVE

Name	:	Haw Siew Kien
Department	:	Lightcraft KL
Designation	:	PURCHASING MANAGER
Date Applied	:	28-12-2017 (Thu) 21:59:00
Type of Leave	:	Annual Leave
Date From	:	19-01-2018 (Fri) To 19-01-2018 (Fri)
Date Resume	:	22-01-2018 (Mon)
Duration	:	1.0 Day(s)
Reason	:	NULL
Remarks	:	Applied on 13/11/17, to insert app
Leave Entitlement	:	29.0 Day(s)
Leave Taken	:	2.0 Day(s)
Leave Balance	:	27.0 Day(s)
Annual Leave	:	2.0 Day(s)
Emergency Leave	:	0.0 Day(s)
Unpaid Leave	:	0.0 Day(s)
Medical Leave	:	0.0 Day(s)
Maternity Leave	:	0.0 Day(s)
Compassionate Leave	:	0.0 Day(s)
Paternity Leave	:	0.0 Day(s)
Examination Leave	:	0.0 Day(s)
Approved by	:	Sua Kim Seng 02-01-2018 (Tue) 15:46:00

save trees save the earth

This is system automatic generated, not signature required.