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HR-LF-Deng-2018-00455

APPLICATION FOR LEAVE

Name	:	Siti Haliza binti Shamsuddin
Department	:	Lightcraft KL
Designation	:	ACCOUNTS EXECUTIVE
Date Applied	:	21-03-2018 (Wed) 08:42:10
Type of Leave	:	Unpaid Leave
Date From	:	21-03-2018 (Wed) To (21-03-2018Wed)
Date Resume	:	22-03-2018 (Thu)
Duration	:	1.0 Day(s)
Reason	:	Son not feeling well
Remarks	:	Son not feeling well
Leave Entitlement	:	20.0 Day(s)
Leave Taken	:	6.5 Day(s)
Leave Balance	:	13.5 Day(s)
Annual Leave	:	5.5 Day(s)
Emergency Leave	:	1.0 Day(s)
Unpaid Leave	:	1.0 Day(s)
Medical Leave	:	6.0 Day(s)
Maternity Leave	:	0.0 Day(s)
Compassionate Leave	:	0.0 Day(s)
Paternity Leave	:	0.0 Day(s)
Examination Leave	:	2.0 Day(s)
Approved by	:	Esther Foo Pau Kwan 21-03-2018 (Wed) 09:10:17

save trees save the earth

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