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HR-LF-Deng-2018-01491

APPLICATION FOR LEAVE

Name	:	Esther Foo Pau Kwan
Department	:	Lightcraft KL
Designation	:	FINANCE MANAGER
Date Applied	:	09-11-2018 (Fri) 11:50:37

Type of Leave	:	Emergency Leave
Date From	:	09-11-2018 (Fri) To 09-11-2018 (Fri)
Date Resume	:	10-11-2018 (Sat)
Duration	:	1.0 Day(s)
Reason	:	Car break down
Remarks	:	NULL

Leave Entitlement	:	13.5 Day(s)
Leave Taken		22,421.0 Day(s)
Leave Balance		-22421.0 Day(s)

Annual Leave	11210.5 Day(s)
Emergency Leave	11210.5 Day(s)
Unpaid Leave	11210.5 Day(s)
Medical Leave	11210.5 Day(s)
Maternity Leave	11210.5 Day(s)
Compassionate Leave	11210.5 Day(s)
Paternity Leave	11210.5 Day(s)
Examination Leave	11210.5 Day(s)
Hospital Leave	11210.5 Day(s)

Approved by	:	Sua Kim Seng 09-11-2018 (Fri) 20:10:09

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