LIGHTCRAFT®

…light. Years ahead.

HR-LF-Deng-2018-01505

APPLICATION FOR LEAVE

Name	:	Halijah binti Anuar
Department	:	Lightcraft KL
Designation	:	CLEANER
Date Applied	:	13-11-2018 (Tue) 12:37:14

Type of Leave	:	Medical Leave
Date From	:	06-09-2018 (Thu) To 06-09-2018 (Thu)
Date Resume	:	07-09-2018 (Fri)
Duration	:	1.0 Day(s)
Reason	:	NULL
Remarks	:	NULL

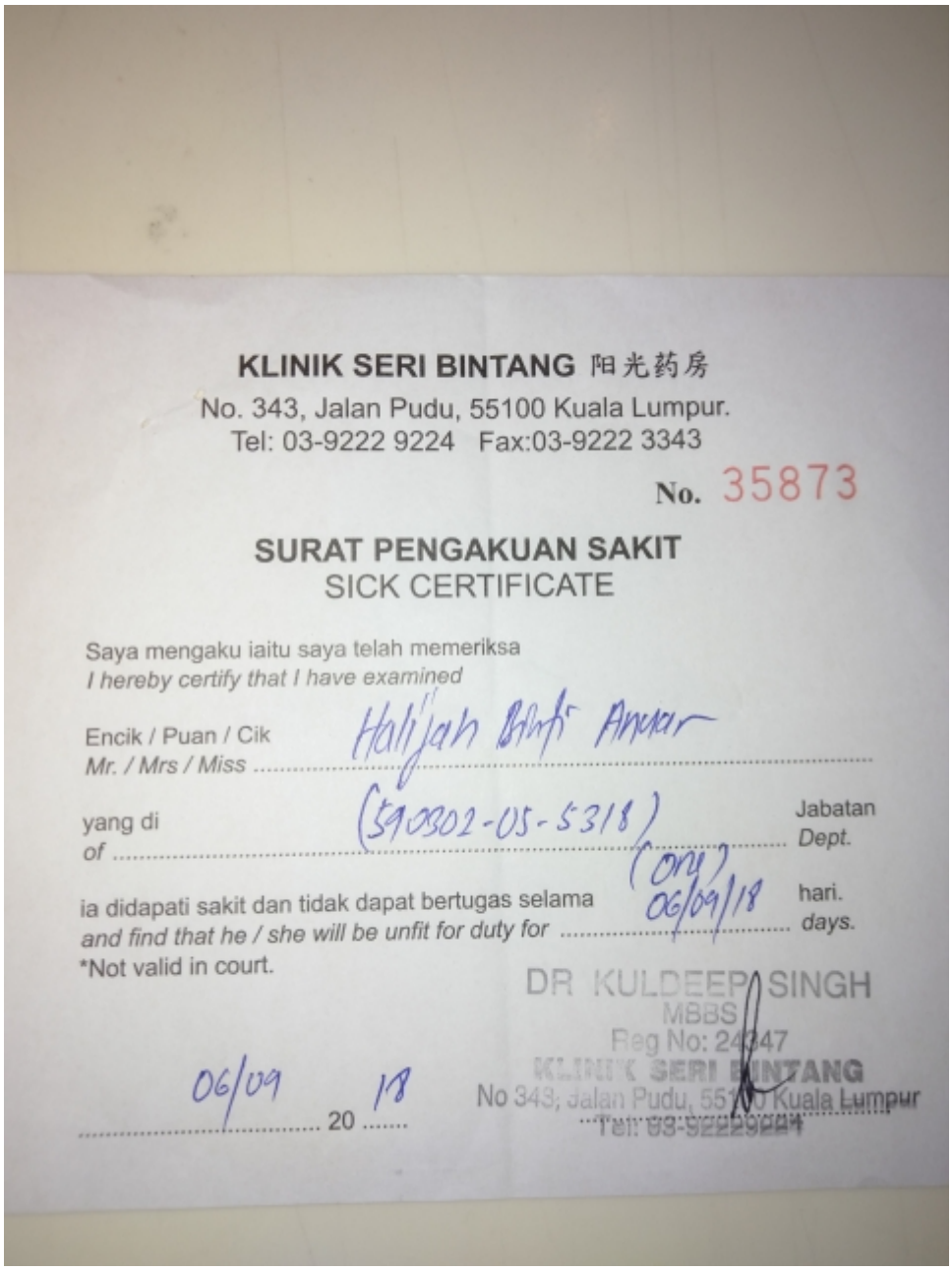
Leave Entitlement	:	21.0 Day(s)
Leave Taken	:	18.5 Day(s)
Leave Balance	:	2.5 Day(s)

Annual Leave	:	16.5 Day(s)
Emergency Leave	:	2.0 Day(s)
Unpaid Leave	:	0.0 Day(s)
Medical Leave	:	8.0 Day(s)
Maternity Leave	:	0.0 Day(s)
Compassionate Leave	:	3.0 Day(s)
Paternity Leave	:	0.0 Day(s)
Examination Leave	:	0.0 Day(s)
Hospital Leave	:	0.0 Day(s)

Approved by	:	Evelyn Voo Yi Peng 13-11-2018 (Tue) 12:50:18

save trees save the earth

This is system automatic generated, not signature required.



KLINIK SERI BINTANG 阳光药房
No. 343, Jalan Pudu, 55100 Kuala Lumpur.
Tel: 03-9222 9224 Fax:03-9222 3343

No. 35873

SURAT PENGAKUAN SAKIT
SICK CERTIFICATE

Saya mengaku iaitu saya telah memeriksa
I hereby certify that I have examined

Encik / Puan / Cik *Mr. / Mrs / Miss* Halijah Binti Anuar

yang di *of* (590302-05-5318) (ORG) Jabatan *Dept.*

ia didapati sakit dan tidak dapat bertugas selama *and find that he / she will be unfit for duty for* 06/09/18 hari. *days.*

*Not valid in court.

DR KULDEEP SINGH
MBBS
Reg No: 24247
KLINIK SERI BINTANG
No 343, Jalan Pudu, 55100 Kuala Lumpur
Tel: 03-92229224

06/09 20 18