LIGHTCRAFT®

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HR-LF-Deng-2018-01601

APPLICATION FOR LEAVE

Name	:	Vincent Tan Chang Jye
Department	:	Lightcraft Project
Designation	:	SR.PROJECT SALES EXECUTIVE
Date Applied	:	03-12-2018 (Mon) 09:30:20
Type of Leave	:	Medical Leave
Date From	:	03-12-2018 (Mon) To 03-12-2018 (Mon)
Date Resume	:	04-12-2018 (Tue)
Duration	:	1.0 Day(s)
Reason	:	NULL
Remarks	:	MC
Leave Entitlement	:	6.5 Day(s)
Leave Taken	:	3.0 Day(s)
Leave Balance	:	3.5 Day(s)
Annual Leave	:	3.0 Day(s)
Emergency Leave	:	0.0 Day(s)
Unpaid Leave	:	3.0 Day(s)
Medical Leave	:	3.0 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)
Hospital Leave	:	0.0 Day(s)
Approved by	:	Ho Swee Yen 03-12-2018 (Mon) 22:40:01

save trees save the earth

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KLINIK SEMARAK

23, Jalan Raja Muda, Kampung Bahru, 50300 Kuala Lumpur. Tel: 03-2693 0140
Branch: 43A-0-15, Jalan 3/48A, Bandar Baru Sentul, 51000 Sentul, Kuala Lumpur. Tel: 03-4045 5977

No 117130 **SIJIL SAKIT** Tarikh 2/12/18

Dengan ini disahkan bahawa saya telah memeriksa kesihatan
Encik/Puan/Cik : Tan Cheng Jye
daripada Lightcraft
beliau tidak dapat menjalankan tugasnya / bersekolah selama Satu hari,
dari 3/12/18 hingga —

DR. PRITAM KAUR M.B.B.S
P.P.NO 25474
KLINIK SEMARAK
43A-0-15, JALAN 3/48A,
BANDAR BARU SENTUL,
51000 SENTUL,
KUALA LUMPUR

Tanda Tangan & Cop Doktor
Doktor Bertugas

Tidak boleh digunakan untuk Mahkamah