LIGHTCRAFT®

…light. Years ahead.

HR-LF-Deng-2019-02263

APPLICATION FOR LEAVE

Name	:	Raihan Bt Muhammad
Department	:	Lightcraft Project
Designation	:	JR. LIGHTING DESIGNER
Date Applied	:	05-04-2019 (Fri) 08:00:17

Type of Leave	:	Annual Leave
Date From	:	15-04-2019 (Mon) To 16-04-2019 (Tue)
Date Resume	:	17-04-2019 (Wed)
Duration	:	2.0 Day(s)
Reason	:	NULL
Remarks	:	Annual Leave

Leave Entitlement	:	14.0 Day(s)
Leave Taken	:	12.0 Day(s)
Leave Balance	:	2.0 Day(s)

Annual Leave	:	12.0 Day(s)
Emergency Leave	:	0.0 Day(s)
Unpaid Leave	:	0.0 Day(s)
Medical Leave	:	1.0 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 05-04-2019 (Fri) 20:12:15

save trees save the earth

This is system automatic generated, not signature required.