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HR-LF-Deng-2019-02675

APPLICATION FOR LEAVE

Name	:	Wan Li Ting
Department	:	Lightcraft Sungai Besi
Designation	:	OPERATION SUPPORT
Date Applied	:	23-07-2019 (Tue) 16:27:51
Type of Leave	:	Replacement Leave
Date From	:	26-08-2019 (Mon) To 26-08-2019 (Mon)
Date Resume	:	27-08-2019 (Tue)
Duration	:	1.0 Day(s)
Reason	:	REPLACEMENT OFFDAY
Remarks	:	Working Date From 14-07-2019 (Sun) To 14-07-2019 (Sun)
Leave Entitlement	:	14.0 Day(s)
Leave Taken	:	13.0 Day(s)
Leave Balance	:	1.0 Day(s)
Annual Leave	:	13.0 Day(s)
Emergency Leave	:	0.0 Day(s)
Unpaid Leave	:	0.0 Day(s)
Medical Leave	:	2.0 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	:	Tang Yin Chee 24-07-2019 (Wed) 14:29:32

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