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HR-LF-Deng-2019-03131

APPLICATION FOR LEAVE

Name	:	Azrizal bin Othman
Department	:	Lightcraft Penang
Designation	:	TECHNICIAN
Date Applied	:	18-11-2019 (Mon) 08:04:21

Type of Leave	:	Annual Leave
Date From	:	23-11-2019 (Sat) To 23-11-2019 (Sat)
Date Resume	:	25-11-2019 (Mon)
Duration	:	1.0 Day(s)
Reason	:	Annual leave
Remarks	:	annual leave

Leave Entitlement	:	16.0 Day(s)
Leave Taken	:	16.0 Day(s)
Leave Balance	:	0.0 Day(s)

Annual Leave	:	15.0 Day(s)
Emergency Leave	:	1.0 Day(s)
Unpaid Leave	:	0.0 Day(s)
Medical Leave	:	6.0 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	:	Loh Weng Ee 28-11-2019 (Thu) 16:14:18

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