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HR-LF-Deng-2019-03188

APPLICATION FOR LEAVE

Name	:	Mohd Zaini bin Pardi
Department	:	Lightcraft Warehouse
Designation	:	SENIOR WAREHOUSE SUPERVISOR
Date Applied	:	02-12-2019 (Mon) 08:31:59

Type of Leave	:	Annual Leave
Date From	:	03-12-2019 (Tue) To 03-12-2019 (Tue)
Date Resume	:	04-12-2019 (Wed)
Duration	:	1.0 Day(s)
Reason	:	Urusan anak sekolah
Remarks	:	NULL

Leave Entitlement	:	20.0 Day(s)
Leave Taken	:	16.5 Day(s)
Leave Balance	:	3.5 Day(s)

Annual Leave	:	14.5 Day(s)
Emergency Leave	:	2.0 Day(s)
Unpaid Leave	:	0.0 Day(s)
Medical Leave	:	5.0 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	:	Haw Siew Kien 02-12-2019 (Mon) 09:09:45

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