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HR-LF-Deng-2019-03311

APPLICATION FOR LEAVE

Name	:	Mohammad Syahmel bin Saad
Department	:	Lightcraft Warehouse
Designation	:	STORE ASSISTANT
Date Applied	:	31-12-2019 (Tue) 16:52:13

Type of Leave	:	Medical Leave
Date From	:	30-12-2019 (Mon) To 30-12-2019 (Mon)
Date Resume	:	31-12-2019 (Tue)
Duration	:	1.0 Day(s)
Reason	:	NULL
Remarks	:	Mc

Leave Entitlement	:	18.0 Day(s)
Leave Taken	:	18.0 Day(s)
Leave Balance	:	0.0 Day(s)

Annual Leave	:	12.5 Day(s)
Emergency Leave	:	5.5 Day(s)
Unpaid Leave	:	20.5 Day(s)
Medical Leave	:	4.0 Day(s)
Maternity Leave	:	0.0 Day(s)
Compassionate Leave	:	0.0 Day(s)
Paternity Leave	:	1.0 Day(s)
Examination Leave	:	0.0 Day(s)
Hospital Leave	:	0.0 Day(s)

Approved by	:	Haw Siew Kien 02-01-2020 (Thu) 14:06:54

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This is system automatic generated, not signature required.

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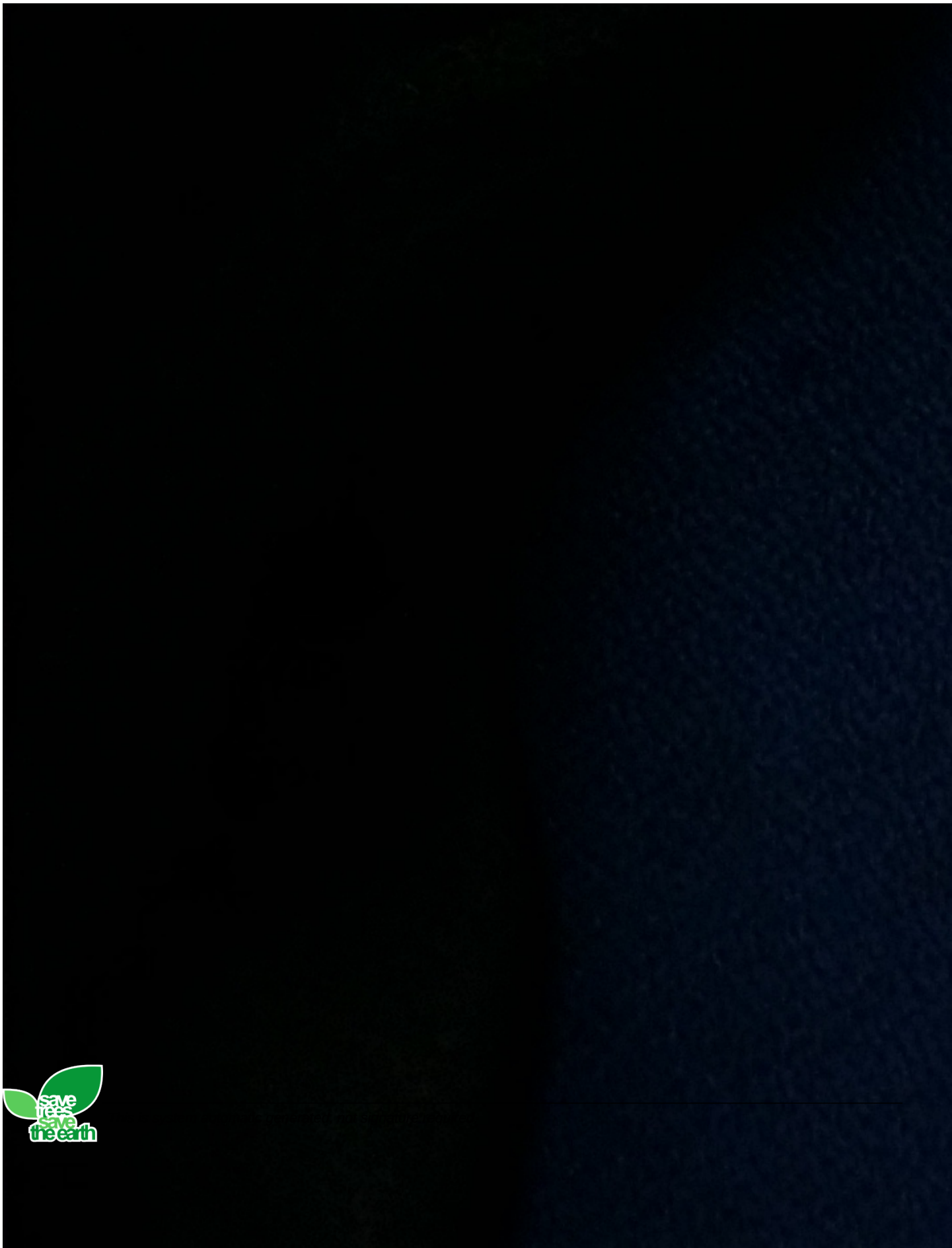

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