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HR-LF-Deng-2020-03620

APPLICATION FOR LEAVE

Name	:	How Yoke Lian
Department	:	Lightcraft Architect
Designation	:	SECRETARY
Date Applied	:	11-03-2020 (Wed) 17:30:47

Type of Leave	:	Medical Leave
Date From	:	09-03-2020 (Mon) To 10-03-2020 (Tue)
Date Resume	:	11-03-2020 (Wed)
Duration	:	2.0 Day(s)
Reason	:	NULL
Remarks	:	NULL

Leave Entitlement	:	20.0 Day(s)
Leave Taken	:	20.0 Day(s)
Leave Balance	:	0.0 Day(s)

Annual Leave	:	19.0 Day(s)
Emergency Leave	:	1.0 Day(s)
Unpaid Leave	:	0.0 Day(s)
Medical Leave	:	4.0 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	:	Freddy Lim Yong Cheng 11-03-2020 (Wed) 17:39:47

save trees save the earth

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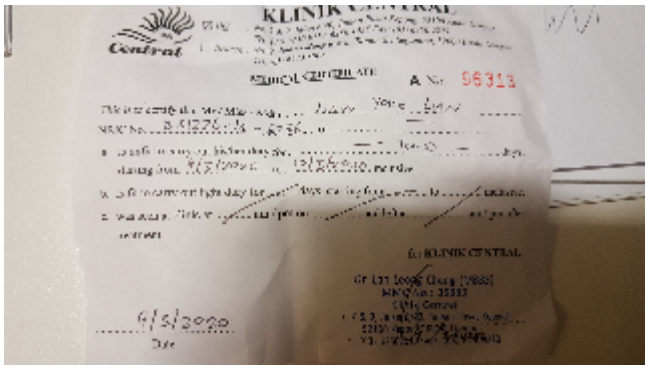

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