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HR-LF-Deng-2020-03786

APPLICATION FOR LEAVE

Name	:	Mohamad Farizan bin Hasan
Department	:	Lightcraft Warehouse
Designation	:	DRIVER
Date Applied	:	20-05-2020 (Wed) 12:29:29
Type of Leave	:	Annual Leave
Date From	:	06-04-2020 (Mon) To 11-04-2020 (Sat)
Date Resume	:	12-04-2020 (Sun)
Duration	:	6.0 Day(s)
Reason	:	MCO
Remarks	:	MCO
Leave Entitlement	:	18.0 Day(s)
Leave Taken	:	13.0 Day(s)
Leave Balance	:	5.0 Day(s)
Annual Leave	:	13.0 Day(s)
Emergency Leave	:	0.0 Day(s)
Unpaid Leave	:	0.0 Day(s)
Medical Leave	:	1.0 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	:	Choo Chee Chin 20-05-2020 (Wed) 12:35:13

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