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HR-LF-Deng-2020-03903

APPLICATION FOR LEAVE

Name	:	Fifi Fatihah Nur Ain bt Izaham
Department	:	Lightcraft Architect
Designation	:	Junior Lighting Designer
Date Applied	:	05-06-2020 (Fri) 17:14:01

Type of Leave	:	Unpaid Leave
Date From	:	02-06-2020 (Tue) To 03-06-2020 (Wed)
Date Resume	:	04-06-2020 (Thu)
Duration	:	2.0 Day(s)
Reason	:	father admitted hospital
Remarks	:	NULL

Leave Entitlement	:	11.5 Day(s)
Leave Taken	:	12.0 Day(s)
Leave Balance	:	-0.5 Day(s)

Annual Leave	:	9.5 Day(s)
Emergency Leave	:	2.5 Day(s)
Unpaid Leave	:	9.0 Day(s)
Medical Leave	:	11.0 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 29-06-2020 (Mon) 16:06:22

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This is system automatic generated, not signature required.

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Father admitted in Hospital