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HR-LF-Deng-2020-03930

APPLICATION FOR LEAVE

Name	:	Fan Kok Weng
Department	:	Lightcraft Sungai Besi
Designation	:	RETAIL SALES SUPERVISOR
Date Applied	:	11-06-2020 (Thu) 12:56:42

Type of Leave	:	Medical Leave
Date From	:	11-06-2020 (Thu) To 11-06-2020 (Thu)
Date Resume	:	15-06-2020 (Mon)
Duration	:	1.0 Day(s)
Reason	:	NULL
Remarks	:	MC

Leave Entitlement	:	18.0 Day(s)
Leave Taken	:	16.0 Day(s)
Leave Balance	:	2.0 Day(s)

Annual Leave	:	16.0 Day(s)
Emergency Leave	:	0.0 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	:	Choo Chee Chin 12-06-2020 (Fri) 09:36:35

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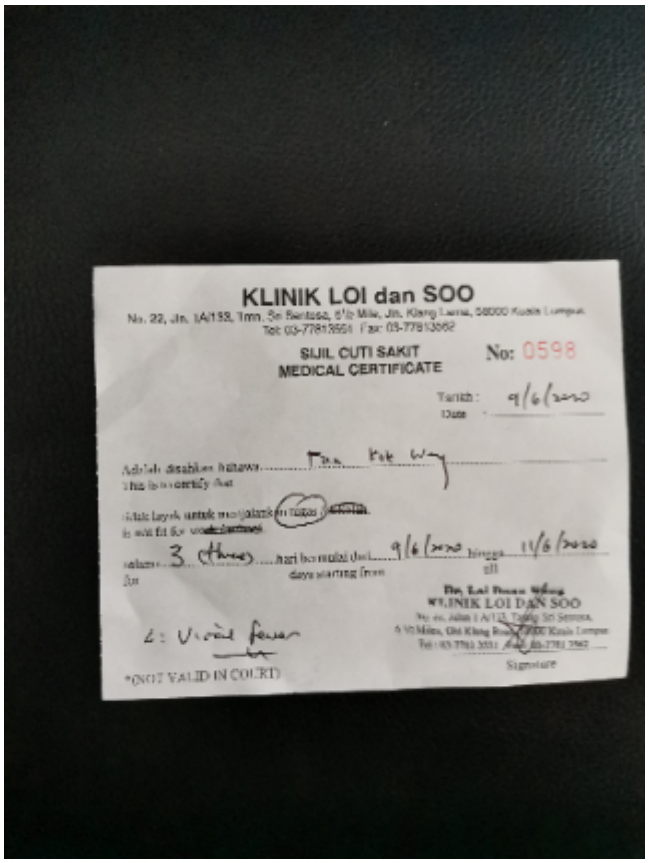

KLINIK LOI dan SOO

No. 22, Jln. 1A/133, Tmn. Sri Sentosa, 6½ Mile, Jln. Klang Lama, 58000 Kuala Lumpur.
Tel: 03-77813551 Fax: 03-77813562

SIJIL CUTI SAKIT
MEDICAL CERTIFICATE

No: 0598

Tarikh : 9/6/2020
Date :

Adalah disahkan bahawa Tan Kok Wang
This is to certify that

Gelak layak untuk menjalankan tugas / ~~[illegible]~~
is not fit for work ~~[illegible]~~

selama 3 (three) hari bermulai dari 9/6/2020 hingga 11/6/2020
for days starting from till

Dr. Loi Poon Wing
KLINIK LOI DAN SOO
No. 22, Jln. 1A/133, Tmn. Sri Sentosa,
6½ Mile, Jln. Klang Lama, 58000 Kuala Lumpur
Tel: 03-7781 3551 Fax: 03-7781 3562

Signature

L: Viral fever

*(NOT VALID IN COURT)

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