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HR-LF-Deng-2020-04578

APPLICATION FOR LEAVE

Name	:	Tanasegaran A/L V.Sithambaram
Department	:	Lightcraft KL
Designation	:	TECHNICAL MANAGER
Date Applied	:	14-12-2020 (Mon) 10:03:54

Type of Leave	:	Annual Leave
Date From	:	17-12-2020 (Thu) To 17-12-2020 (Thu)
Date Resume	:	18-12-2020 (Fri)
Duration	:	1.0 Day(s)
Reason	:	Traveling
Remarks	:	NULL

Leave Entitlement	:	22.0 Day(s)
Leave Taken	:	20.0 Day(s)
Leave Balance	:	2.0 Day(s)

Annual Leave	:	20.0 Day(s)
Emergency Leave	:	0.0 Day(s)
Unpaid Leave	:	0.0 Day(s)
Medical Leave	:	6.0 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	:	Sua Kim Seng 14-12-2020 (Mon) 10:36:46

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