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HR-LF-Deng-2021-04846

APPLICATION FOR LEAVE

Name	:	Haw Siew Kien
Department	:	Lightcraft KL
Designation	:	PURCHASING MANAGER
Date Applied	:	17-03-2021 (Wed) 17:17:23

Type of Leave	:	Annual Leave
Date From	:	12-04-2021 (Mon) To 12-04-2021 (Mon)
Date Resume	:	13-04-2021 (Tue)
Duration	:	0.5 Day(s)
Reason	:	AL Half day PM
Remarks	:	NULL

Leave Entitlement	:	10.5 Day(s)
Leave Taken	:	10.5 Day(s)
Leave Balance	:	0.0 Day(s)

Annual Leave	:	10.5 Day(s)
Emergency Leave	:	0.0 Day(s)
Unpaid Leave	:	0.0 Day(s)
Medical Leave	:	0.0 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 17-03-2021 (Wed) 17:21:33

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