LIGHTCRAFT®

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HR-LF-Deng-2021-05255

APPLICATION FOR LEAVE

Name	:	Maizatul Bariah bt Mansor
Department	:	Lightcraft Project
Designation	:	PROJECT SALES COORDINATOR
Date Applied	:	20-09-2021 (Mon) 09:36:38
Type of Leave	:	Annual Leave
Date From	:	01-06-2021 (Tue) To 15-06-2021 (Tue)
Date Resume	:	21-09-2021 (Tue)
Duration	:	9.5 Day(s)
Reason	:	Austerity measures
Remarks	:	NULL
Leave Entitlement	:	14.0 Day(s)
Leave Taken	:	14.0 Day(s)
Leave Balance	:	0.0 Day(s)
Annual Leave	:	14.0 Day(s)
Emergency Leave	:	0.0 Day(s)
Unpaid Leave	:	1.5 Day(s)
Medical Leave	:	5.0 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	:	Ho Swee Yen 05-10-2021 (Tue) 18:52:00

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