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HR-LF-Deng-2021-05388

APPLICATION FOR LEAVE

Name	:	Chee Hor Chean
Department	:	Deng HQ
Designation	:	JR. SALES & MARKETING EXECUTIV
Date Applied	:	27-10-2021 (Wed) 11:36:58

Type of Leave	:	Unpaid Leave
Date From	:	13-11-2021 (Sat) To 13-11-2021 (Sat)
Date Resume	:	15-11-2021 (Mon)
Duration	:	1.0 Day(s)
Reason	:	Settle personal things
Remarks	:	Settle personal things

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	:	8.0 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	:	Loh Thai Cheong 27-10-2021 (Wed) 15:29:58

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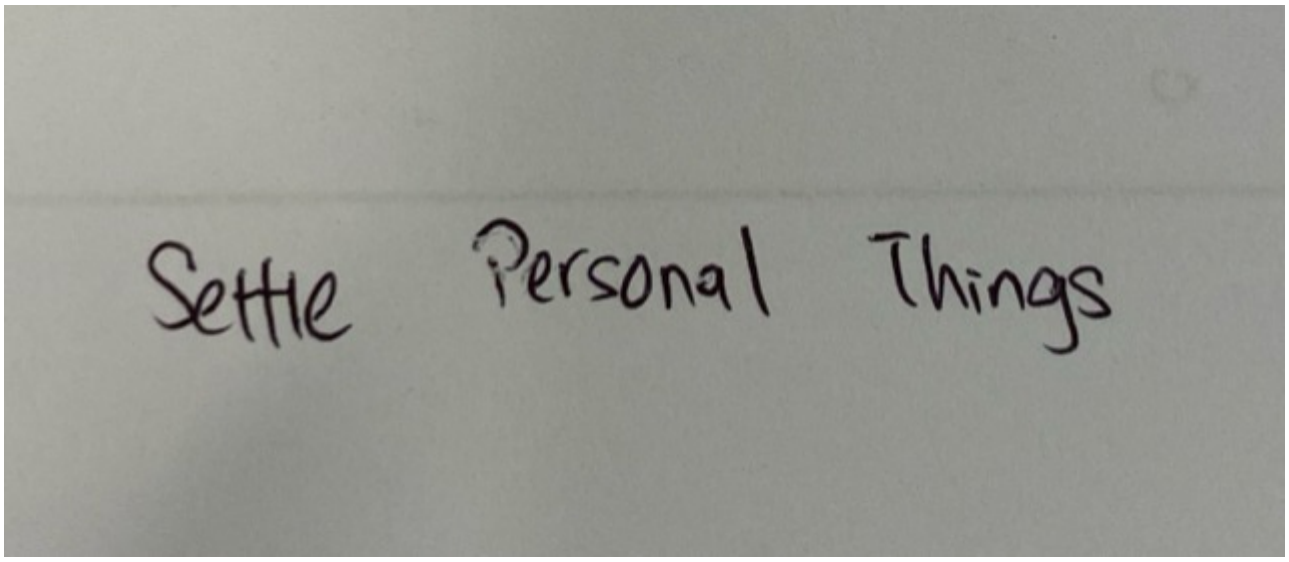

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