



## APPLICATION FOR TIME-OFF

Name : Yew Ming Wooi  
Department : Lightcraft Sungai Besi  
Designation : Sales & Marketing Manager  
Date Applied : 23-12-2022 (Fri) 08:41:28

---

Total Off In Month : 2.0 Hour(s)

---

Date Time-Off : 23-12-2022 (Fri)  
Time From : 17:00:00 To 19:00:00  
Off Hours : 2.0 Hour(s)  
Replace Date : 30-11--0001 (Mon)  
Reason : Ex wife Christmas dinner, need take care son  
Remarks : Null

---

Releaved by : 30-11--0001 (Mon) 00:00:00  
Approved by : Sherreen 27-12-2022 (Tue) 21:48:49

---

