



## APPLICATION FOR TIME-OFF

Name : How Yoke Lian  
Department : Lightcraft Architect  
Designation : SECRETARY  
Date Applied : 04-08-2023 (Fri) 12:07:18

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Total Off In Month : 1.0 Hour(s)

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Date Time-Off : 02-08-2023 (Wed)  
Time From : 09:00:00 To 10:00:00  
Off Hours : 1.0 Hour(s)  
Replace Date : 30-11--0001 (Mon)  
Reason : going back home  
Remarks : family lose keys

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Released by : 30-11--0001 (Mon) 00:00:00  
Approved by : Freddy 04-08-2023 (Fri) 12:11:01

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