



APPLICATION FOR TIME-OFF

Name : Jeffrey Liew Hao Thong
Department : Lightcraft KL
Designation : HR & Admin Executive
Date Applied : 20-11-2023 (Mon) 08:51:08

Total Off In Month : 2.0 Hour(s)

Date Time-Off : 24-11-2023 (Fri)
Time From : 15:00:00 To 17:00:00
Off Hours : 2.0 Hour(s)
Replace Date : 30-11--0001 (Mon)
Reason : Hospital collect medicine
Remarks : NULL

Released by : 30-11--0001 (Mon) 00:00:00
Approved by : BK 23-11-2023 (Thu) 10:47:14

