



APPLICATION FOR TIME-OFF

Name : Jeffrey Liew Hao Thong
Department : Lightcraft KL
Designation : HR & Admin Executive
Date Applied : 18-12-2023 (Mon) 10:38:49

Total Off In Month : 2.0 Hour(s)

Date Time-Off : 18-12-2023 (Mon)
Time From : 15:00:00 To 17:00:00
Off Hours : 2.0 Hour(s)
Replace Date : 30-11--0001 (Mon)
Reason : Pick up mom at bus station (long distance travel)
Remarks : NULL

Released by : 30-11--0001 (Mon) 00:00:00
Approved by : BK 18-12-2023 (Mon) 17:14:11

