



## APPLICATION FOR TIME-OFF

Name : Siti Haliza binti Shamsuddin  
Department : Lightcraft KL  
Designation : ACCOUNTS EXECUTIVE  
Date Applied : 10-01-2024 (Wed) 18:24:05

---

Total Off In Month : 2.0 Hour(s)

---

Date Time-Off : 10-01-2024 (Wed)  
Time From : 09:00:00 To 11:00:00  
Off Hours : 2.0 Hour(s)  
Replace Date : 30-11--0001 (Mon)  
Reason : Yet to recover from headache n bloating stomach  
Remarks : NULL

---

Released by : 30-11--0001 (Mon) 00:00:00  
Approved by : Esther 11-01-2024 (Thu) 08:51:54

---

