



## APPLICATION FOR TIME-OFF

Name : Chan Chin Wei  
Department : Lightcraft Project  
Designation : SALES MANAGER  
Date Applied : 19-01-2024 (Fri) 10:06:11

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Total Off In Month : 0.0 Hour(s)

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Date Time-Off : 26-01-2024 (Fri)  
Time From : 16:00:00 To 18:00:00  
Off Hours : 2.0 Hour(s)  
Replace Date : 30-11--0001 (Mon)  
Reason : School parent meeting  
Remarks : NULL

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Released by : 30-11--0001 (Mon) 00:00:00  
Approved by : Sherreen 02-02-2024 (Fri) 08:17:24

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