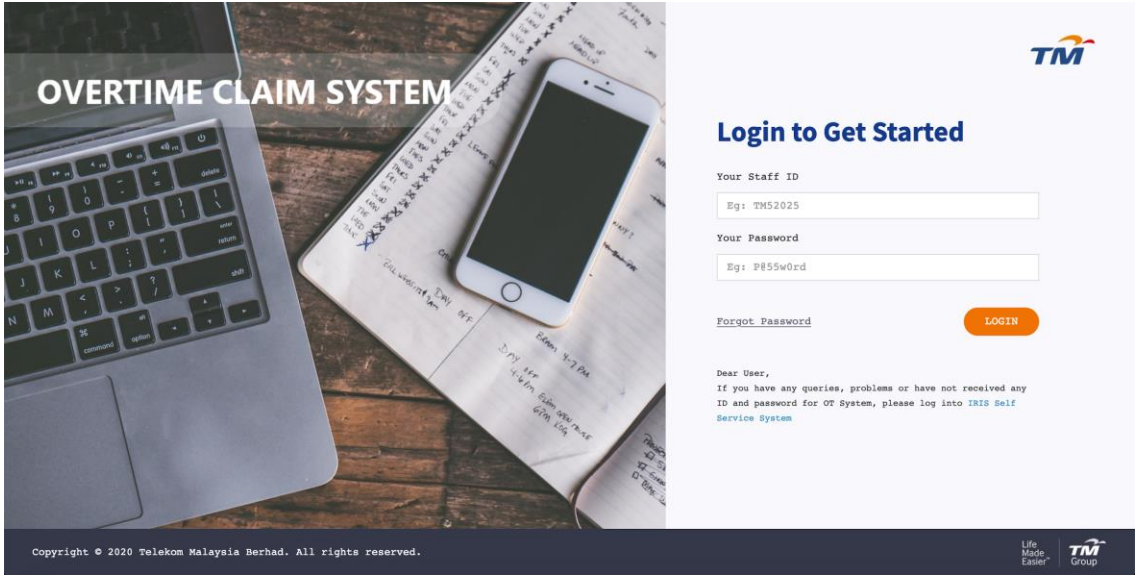



Approval to view claim approval report

1	<p>Login to overtime system. Key in staff ID and your password same as ESS/IDM.</p> 
2	<p>Dashboard</p> 
3	<p>Click file "Claim Approval Report". Listing of claim under the approval will appear. Approver is able to download the report.</p> 