

Leave record

From 01-01-2021 till 31-12-2021

Employee code		Employee Name		Joining Date	Entity		LOB		Email
IND-18565		Ayesha Gupta		22-03-2021	India-Com-SEZ-2		Customer Insight - Data Analytics - 0		Ayesha.Gupta@evalueserve.com
Leave code	Leave description			Applicable from	Opening	Entitled	Availed leaves	Closing balance	

Adm	Admin Leave		22-03-2021	0.00000	5.50000	0.00000	5.50000					
LWP	Leave Without Pay		22-03-2021	0.00000	0.00000	0.00000	285.00000					
PL	Privileged Leave		22-03-2021	0.00000	14.00000	2.00000	12.00000					
SL	Sick Leave		22-03-2021	0.00000	5.50000	0.00000	5.50000					
Date to	January	February	March	April	May	June	July	August	September	October	November	December
1	HD				WO			WO				
2	WO				WO					WO		
3	WO			WO			WO			WO		
4				WO			WO		WO		HD	WO
5						WO		WO				WO
6		WO	WO			WO		PL			WO	
7		WO	WO					WO			WO	
8					WO			WO				
9	WO				WO					WO		
10	WO			WO			WO			WO		
11				WO			WO		WO			WO
12						WO			WO			WO
13		WO	WO			WO					WO	
14		WO	WO		HD			WO			WO	
15					WO			WO		HD		
16	WO				WO					WO		
17	WO			WO			WO			WO		
18				WO			WO		WO			WO
19						WO			WO		HD	WO
20		WO	WO			WO					WO	
21		WO	WO					WO			WO	
22					WO			WO				
23	WO				WO	PL				WO		
24	WO			WO			WO			WO		
25				WO			WO		WO			WO
26	HD					WO			WO			WO
27		WO	WO			WO					WO	
28		WO	WO					WO			WO	
29			HD		WO			WO				
30	WO				WO					WO		
31	WO						WO			WO		
LWP-Calendar month	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LWP-Leave period	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

** Number of LWP days in particular leave period (second last row) will be consider in salary calculation for pay deduction

Leave record

From 01-01-2021 till 31-12-2021

Leave codeLeave information

Adm	Admin Leave
BRL	Bereavement Leave
CL	Casual Leave
CO	Compensatory Off
DPL	Donated Privileged Leave
EL	Election Leave
EMT	Extended Maternity Leave
FHD	Floating Holiday
LWP	Leave Without Pay
MTL	Maternity leave
NCO	Non encashable Comp Off
PL	Privileged Leave
PTL	Paternity Leave
SL	Sick Leave
WL	Wedding Leave