

Leave Request Form

Requestor Field Position Title Cyplum Impably Contract Type of Leave Start Day End Day Resumption of Duty Contract Type of Leave Company Entitlement Chapter Contract Type Contract Type Single Family	Employee Info:							
Position Title Cival Installer Location Locat	Name M Bax K		KAit Hasai	Employee No.	3328			
Requestor Field Type of Leave: Sick Leave Examination Leave Hajj Leave					Gu	yerym Insteller		
Type of Leave: Annual Leave Sick Leave Examination Leave Unpaid Leave Marriage Leave Hajj Leave Bereavement Leave New Birth Leave Maternity Leave Leave Duration (by days) Start Day End Day Resumption of Duty 3 days 29/5/2025 3/165/2035 // Destination & Address Contact during Leave Further Remarks: I amging to On Annual Leave, I have to do some Shapping HR Field Balance Entitlement Last Vacation Approved Days Tickets & Visa Company Employee Single Family Single Family	Joining Date			Location	'()	Red Seg 40-02		
Annual Leave	Marine Control		Reques	stor Field	- Ny District			
Annual Leave	Type of Leave:							
Marriage Leave Hajj Leave			☐ Sick Leave	☐ Sick Leave		Examination Leave		
Bereavement Leave						Hajj Leave		
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Tickets & Visa Company Contract Type Single Family	Balance			Entitlement				
Employee Contract Type Single Family	Last Vacation			Approved Days				
HR Remarks	Tickets & Visa	[E		Contract Type		☐ Single ☐ Family		
	HR Remarks							

Signatures:

Requestor	Alternative Emp.	Direct Manager	HR Department	HR Manager
	ID: Name & Signature:			
Date:	Date:	Date: 3(M W / 2/2)	Date:	Date:

