**LEAVE REQUEST FORM**

ĐƠN XIN NGHỈ NĂM 2019

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Division | | Team | | Position | | Full Name | | Enable Annual Leave |
| Engineer | |  | | Staff | | **quypv@tmh-techlab.vn** | | **12** |
| Date of request | Date of leave | Annual Leave | | Orther leave | Type of orther leave | Reason | Signature of employee | Approval Authority |
| No of AL day | No of AL day remain |
| 02/26 | 2019/01/26-ALL | 1 | 11 |  |  | I have private reason | Quy / クイ | APPROVED |
| 02/26 | 2019/02/27-ALL | 1 | 10 |  |  | other | Quy / クイ | DENY |
| 02/26 | 2019/02/28-ALL | 1 | 9 | 1 | Private leave | other | Quy / クイ | APPROVED |
| 02/26 | 2019/02/27-ALL | 1 | 8 | 1 | Private leave | I have private reason | Quy / クイ | WAITING |
| 02/26 | 2019/02/28-ALL | 1 | 7 | 1 | Miscary | I have private reason | Quy / クイ | WAITING |
| 02/26 | 2019/02/27-ALL | 1 | 6 |  |  | I have private reason | Quy / クイ | DENY |
| 02/26 | 2019/02/27-ALL | 1 | 5 |  |  | I have private reason | Quy / クイ | DENY |
| 02/26 | 2019/02/25-ALL | 1 | 4 | 1 | Private leave | I have private reason | Quy / クイ | WAITING |
| 02/26 | 2019/02/28-ALL,2019/03/02-ALL,2019/03/03-ALL | 3 | 1 | 3 | Miscary | other | Quy / クイ | APPROVED |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |