

Application for Leave by T-Contract Staff

Part 1 (to be completed by T-contract Staff)

Full Name of T-contract Staff LI Zongjie
(as shown on * HKID Card / Passport)
Staff Category & Project Team CAP Team 2 (Treasury)

Name of T-contractor Global Executive Consultant Ltd.

Nature of Leave * Vacation / Sick (Doctor's Certificate * is / is not attached)

Leave Period 14 Jan 2022

No. of Leave Days 1

Date of Return 17 Jan 2022

Applicant's Signature Joseph Li Date 7 Jan 2022

* delete as appropriate

Part 2 - Recommendation (to be completed by T-contractor)

Leave recommended by

(Signature)

May Wong, Associate Director
(Name & Designation)

(Company Chop)



Date

07 JAN 2022

Note: The form should be returned/faxed to the project team at 28242038 (Fax No.)
after recommendation by T-contractor.

Part 3 - Approval (to be completed by a government officer not below Systems Manager or equivalent level)

Leave approved by

(Signature)

(Name & Designation)

Date