APPLY LEAVE

IN THIS MODULE, YOU WILL NOW **APPLYING** FOR YOUR **LEAVE.**

APPLY LEAVE

Employee List

Active **ON** Inactive **OFF**

	Full Name	E-Code	Pin Number	Group	Action
⊕	Abordo, Anphie Solidum	55409	6655	Waitress	✉ ✏ 🗑
⊕	Aggabao, Roger Hope Ballesteros	20672	5005	Security	✉ ✏ 🗑

TO **FILE LEAVE** CLICK THE EMPLOYEE THEN CLICK THE APPLY LEAVE ICON

ANPHIE SOLIDUM ABORDO

LEAVE APPLICATION [**Show Available Leave**]

10 ▼ records per page   Search Filed Leave

Leave Type	Date Filed	Date Granted	From	To	Purpose	Total
No data available in table						

Showing 0 to 0 of 0 entries   Previous   Next

CREATING FILE LEAVE

File a Leave
[Name : Anphie Solidum Abordo]

Leave Type:

Date Filed: 09/13/2018
Date Granted: 09/13/2018

From: 09/13/2018
To: 09/13/2018

Total: total
Purpose: Purpose

SAVE   CANCEL

Vacation Leave

Total Grant : 5.0
Balance : 0.0

SETUP THE DATE AND TOTAL OF DAYS YOU WILL BE LEAVING.