



IFORMATLOGIC I.T. SOLUTIONS

#112 14th St. East Tapinac, Olongapo City, 2200 / G 933 Palanginan, Iba, Zambales
Info@iformatlogic.com (047) 611-1243 / 09669320-628

COMPANY COPY LEAVE REQUEST FORM

Date: January 23, 2023	Job Title: PRO - WEB DEVELOPER
Employee Name: Jommel Dalisaymo	Type of Leave: PERSONAL
Date Requested: from <u>January 27, 2023</u> to <u>January 27, 2023</u>	
Reason for Requested Leave: Applied for driver's license	
Employee Signature: <u>Jommel Dalisaymo</u>	Project Manager Signature: _____
Operation Manager Signature: _____	Approved Leave: <input type="checkbox"/> YES <input type="checkbox"/> NO
Notes / Comments:	



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EMPLOYEE COPY LEAVE REQUEST FORM

Date: January 23, 2023	Job Title: PRO - WEB DEVELOPER
Employee Name: Jommel Dalisaymo	Type of Leave: PERSONAL
Date Requested: from <u>January 27, 2023</u> to <u>January 27, 2023</u>	
Reason for Requested Leave: Applied for driver's license	
Employee Signature: <u>Jommel Dalisaymo</u>	Project Manager Signature: _____
Operation Manager Signature: _____	Approved Leave: <input type="checkbox"/> YES <input type="checkbox"/> NO
Notes / Comments:	