Problem Statement

In many organizations, managing employee leave requests and approvals is still handled through manual methods such as emails, spreadsheets, or paper forms. This leads to inefficiencies, lack of visibility, and communication gaps between employees, managers, and HR teams.

- **Employees** often struggle to track their leave balances, request history, and approval status.
- **Managers** face challenges in reviewing and approving leave requests promptly, which may cause delays and disrupt workforce planning.
- **HR teams** spend significant time consolidating leave data, ensuring policy compliance, and generating reports for payroll and management.

The absence of a centralized, automated system results in:

- Delayed approvals and miscommunication.
- Limited visibility into team availability and workforce planning.
- Difficulty in enforcing leave policies consistently.
- Increased administrative burden on HR.

To address these challenges, an automated **Leave Tracking System in Salesforce CRM** is required. This solution will streamline the entire leave management lifecycle—leave application, approval workflow, balance tracking, policy enforcement, and reporting—providing transparency, efficiency, and improved employee experience.