

Leave Request Form

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| Employe ID | Employe Name | Leave Description | Request Date | | Backup Name | Remarks |
| Start  (dd/mm/yyyy) | End  (dd/mm/yyyy) |
| 118596 | Rijkaard Hermanses | Mudik Lebaran | 27/04/2023 | 28/04/2023 | Adib Bachtiar |  |
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| Position | Name | Approved | Date |
| Request | Rijkaard Hermanses | signature | 22 Februari 2023 |
| Team Lead | Hendra Saputra Yuriswanto |  | 22 Februari 2023 |
| Supervisor | Mohamad Denis Juliansyah |  | 22 Februari 2023 |
| Techical Account Representative Manager |  |  |  |

Note :

* Leave application one week before the efectivitive date
* From may be submitted after complete approved