

LEAVE REQUESITION

ANNUAL	X
RR-1	
RR-2	
MIDLEAVE	
PRORATE LEAVE	
MATERNITY	

The Undersigned : Ichsan Manzali S.N : 30507
Designation : 02 Juli 2012
Division / Department : Northern Kalimantan / HR&GA
Request permission to take : Annual Leave 2017
Leave from : 26 June 2017 s/d 16 July 2017 21 day
My address while on leave will be : Depok, Jakarta
Telephone : 08115941561
Commencing date of employment : 02 Juli 2012
Date of annual leave taken previous year (s) : 12 Desember 2016 25 Desember 2016

Note:

Annual Leave 2017 completed 2.

Proposed By

imen
(Ichsan Manzali)

Permission granted to take leave from:

26-Jun-17 16-Jul-17 (21 days) ✓

Verifived By,

imen
HR Dept

Approved By,

Fanny Mamahit
Branch Manager