

**DEMO**  
**LEAVE APPLICATION TRANSACTION**  
(01-03-2018 To 31-03-2018)

NAME: MICHAEL (100)

## ANNUAL LEAVE

Trans Type	Start Date	End Date	No. Of Days	Reason			
Leave Taken	14-03-2018	14-03-2018	1.00	SICK			
Summary							
B/F	Leave Earn (System)	Leave Earn (Manual)	Leave Adj.	Total Leave Entitle	Leave Taken	Balance	Remarks
14.00	0.00	0.00	0.00	14.00	1.50	12.50	

NAME: HOI (101)

## UNPAID LEAVE

Trans Type	Start Date	End Date	No. Of Days	Reason			
Leave Taken	09-03-2018	09-03-2018	1.00	REHAT (NOT FEELING WELL)			
Summary							
B/F	Leave Earn (System)	Leave Earn (Manual)	Leave Adj.	Total Leave Entitle	Leave Taken	Balance	Remarks
0.00	0.00	0.00	0.00	0.00	1.00	(1.00)	

NAME: AVIT (102)

## UNPAID LEAVE

Trans Type	Start Date	End Date	No. Of Days	Reason			
Leave Taken	22-03-2018	23-03-2018	2.00	BACK TO TEMBURONG			
Leave Taken	21-03-2018	21-03-2018	1.00	GOING BACK TEMBURONG			
Summary							
B/F	Leave Earn (System)	Leave Earn (Manual)	Leave Adj.	Total Leave Entitle	Leave Taken	Balance	Remarks
0.00	0.00	0.00	0.00	0.00	6.50	(6.50)	

NAME: FRANKY (103)

## ANNUAL LEAVE

Trans Type	Start Date	End Date	No. Of Days	Reason			
Leave Taken	13-03-2018	13-03-2018	0.50	SICK			
Leave Taken	28-03-2018	30-03-2018	3.00				
Leave Taken	14-03-2018	14-03-2018	1.00				
Summary							
B/F	Leave Earn (System)	Leave Earn (Manual)	Leave Adj.	Total Leave Entitle	Leave Taken	Balance	Remarks
14.00	0.00	0.00	0.00	14.00	7.50	6.50	