



SG Industries

Leave Summary Report From 01-Jan-2012 To 31-Dec-2012

SL.No	Emp. No.	Employee Name	Designation	Policy	Leave Type	Available Days	Approved	In Progress	Remaining
1	EMP1	Ramesh Babu	CEO	Intervening+Permission +OT Policy	CL	24.00	2.00	0.00	22.00
					LOP	12.00	0.00	0.00	12.00
					Restricted Holiday	12.00	0.00	0.00	12.00
2	EMP2	Ashok Balakrishnan	Branch Incharge	Comp off + Day wise + Permission Policy	CL	24.00	2.00	1.00	21.00
					LOP	12.00	0.00	0.00	12.00
					Restricted Holiday	12.00	0.00	0.00	12.00
3	EMP3	Ajay Kumar	Team Executives	Comp off + Borrow policy+Hourwise Policy	CL	24.00	4.50	1.50	18.00
					LOP	12.00	0.00	0.00	12.00
					Restricted Holiday	12.00	0.00	0.00	12.00
4	SG1	Sanjay kumar	Branch Incharge	Comp off + Day wise + Permission Policy	CL	2.00	0.00	0.00	2.00
					LOP	12.00	0.00	0.00	12.00
					Restricted Holiday	12.00	0.00	0.00	12.00