

LEAVE BALANCE REPORT

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Current entitlement, used, pending, and available leave balances.

SCOPE		COVERAGE		RECORDS		GENERATED		
All Employees		Jul 01, 2026 - Jul 15, 2026		3		Jul 15, 2026 04:30 PM		
EMPLOYEE NO.	EMPLOYEE	DEPARTMENT	LEAVE CODE	LEAVE TYPE	ENTITLED	USED	PENDING	CURRENT BALANCE
EMP-001	Andrea Cruz	Product	VL	Vacation Leave	15.00 d	4.00 d	1.00 d	10.00 d
EMP-002	Nico Mendoza	Engineering	SL	Sick Leave	10.00 d	2.00 d	0.00 d	8.00 d
EMP-003	Sofia Reyes	People	EL	Emergency Leave	5.00 d	1.00 d	1.00 d	3.00 d