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|  | | | نموذج / سجل الإجازات السنوية للموظف | | | | | | | |  | | |
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| الاسم: | | رقم الموظف: | | | | | الوظيفة: | | | الجنسية: | | |
| عدد أيام الإجازة السنوية المستحقة | | | | | نوعية التذاكر | | | | عدد التذاكر المستحقة | | | |
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| بيانات الإجازات السنوية | | | | | | | | | | | | |
| م | تاريخ الإجازة | | | عدد الأيام المستحقة | | عدد الأيام المستخدمة | | عدد التذاكر المصروفة | | | | الرصيد المتبقي |
| الإجازة الأولى |  | | |  | |  | |  | | | |  |
| الإجازة الثانية |  | | |  | |  | |  | | | |  |
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