

ASCENDER GUIDES





2025/12/13 07:52

2025/12/13 07:52 II

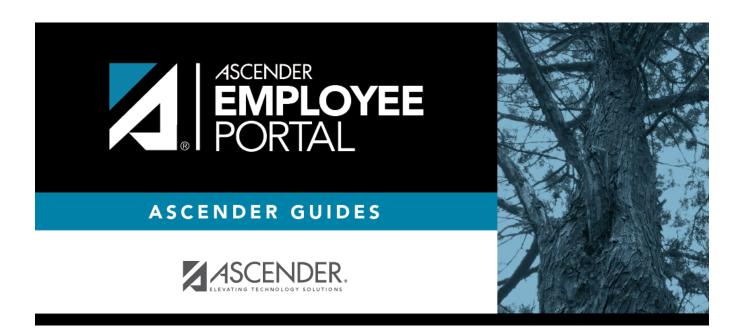
Table of Contents

2025/12/13 07:52 III

2025/12/13 07:52 IV

- When a leave request is created, the status of the leave request is *Pending Spvsr Approval*.
- After a leave request is approved by your supervisor, the status of the leave request is *Pending Payroll*.
- If a leave request is disapproved by your supervisor, the status of the leave request is Disapproved.
- After a leave request is processed by payroll, it is no longer displayed on this page.

2025/12/13 07:52



Back Cover

2025/12/13 07:52