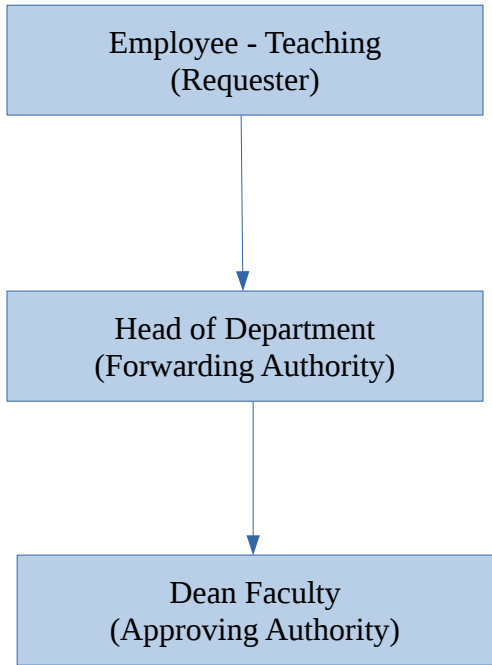# ERP LEAVE MODULE WORKFLOW

## FACULTY MEMBERS

| Employee - Teaching |
|:---:|
| (Requester) |

↓

| Head of Department |
|:---:|
| (Forwarding Authority) |

↓

| Dean Faculty |
|:---:|
| (Approving Authority) |

## STAFF MEMBERS

| Employee – Non Teaching |
|:---:|
| (Requester) |

↓

| Head of Department/Section |
|:---:|
| (Forwarding Authority) |

↓

| Registrar |
|:---:|
| (Approving Authority) |