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| **Employee Leave Tracker** | | | | | | |  | | | | Year | | | |  | | |
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| **EMPLOYEE NAME** | **TOTAL LEAVE** | **NUMBER OF DAYS TAKEN BY MONTH** | | | | | | | | | | | | | | | **TOTAL**  **DAYS REMAINING** |
| **JAN** | **FEB** | **MAR** | **APR** | **MAY** | | **JUN** | **JUL** | **AUG** | | **SEP** | **OCT** | **NOV** | | **DEC** |
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| [A blue and black logo  AI-generated content may be incorrect.](https://www.generalblue.com/) | | | | | | | | | | | | | | | | | |