

**Leave Activity / Maintenance Batch Totals**

**screen i.d. hmsuc**

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**COMPANY NUMBER**

0	0			
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**BATCH NUMBER**

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**TOTAL TRANSACTIONS (LINES)**

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**TOTAL HOURS (ABSOLUTE VALUE)**

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**BATCH TYPE** ... ..

A – ACTIVITY
_____ M – MAINTENANCE

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**PREPARED BY**

**DATE**

**APPROVED BY**

**DATE**

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**KEYED BY**

**DATE**