

Linda Shao

From: Susan KS Tan [REDACTED]
Sent: Monday, 22 February 2010 7:42 PM
To: Alfreed Gomez
Cc: Kuala Lumpur-ext; Bronwyn Mitchell; Jeff Zammit; Linda Shao; Lizzi Carnell
Subject: Indran Subramaniam - Annual Leave Application (1st & 2nd March)

Dear Alfreed,

Please find below application for your approval:-

CROWN LEAVE APPLICATION – INTERNATIONAL OFFICES

TYPE OF LEAVE: Annual Leave

DATE OF REQUEST: 22.02.10

NAME: Indran Subramaniam

POSITION TITLE: Int'l Sales Manager

COUNTRY: Malaysia

DATE OF FIRST DAY OF LEAVE: 01.03.10

DATE OF LAST DAY OF LEAVE: 02.03.10

DATE OF RETURN TO WORK: 03.03.10

ESTIMATED HOURS OF LEAVE: 16 HRS

*Please exclude weekend days and public holidays of your country when calculating hours of leave.

If any of the dates include a Public Holiday in your region, please list the Public Holiday/s and date.

*

*

*

MANAGER APPROVAL REQUIRED: Alfreed Gomez

*Please state the manager whose approval you need

Thanks & Regards,
Susan KS Tan
Executive Assistant
Crown Australia Pty Ltd
Representative Office - Kuala Lumpur

[REDACTED]
Website: www.crowncasino.com.au

READY
TO
FILE

LINDA SHAO
22 MAR 2010

18/03/2010



KUALA LUMPUR

CROWN LEAVE APPLICATION – INTERNATIONAL OFFICES

DATE OF REQUEST: 10 Sep 2009

NAME: Indran Subramaniam

POSITION TITLE: International Sales Manager

COUNTRY: Malaysia

DATE OF FIRST DAY OF LEAVE: 21 / 12 / 09

DATE OF LAST DAY OF LEAVE: 08 / 01 / 10

DATE OF RETURN TO WORK: 11 / 01 / 10

ESTIMATED HOURS OF LEAVE: 112 hours

**READY
TO
FILE**

*Please **exclude** weekend days and public holidays of your country when calculating hours of leave.

If any of the dates include a Public Holiday in your region, please list the Public Holiday/s and date.

*25/ 12 Christmas day

*01/ 01 New Years day

*

MANAGER APPROVAL REQUIRED: Alfreed Gomez

LINDA SHAO

22 MAR 2010

When this form is completed, please email to:

1. The manager whose approval is required.
2. Jeff Zammit – j
3. Denise Chee –
4. Craig Ashton –
5. Roland Theiler
6. Alfreed Gomez
7. If you are located in HK or China, please also send to hkoffice@crownltd.com.hk

Linda Shao

From: Susan KS Tan [REDACTED]
Sent: Monday, 21 December 2009 2:55 PM
To: Burswood VIPs; Boo Khoo; Bronwyn Mitchell; 'Burswood Credit Admin'; Alex Wong; 'Albert Yap'; 'Alwyn Lim'; 'Indra Davis'; 'Int. Ops - Duty Mgrs'; Mahogany Service Manager; Melbourne Funds; VIP Services; VIP Events; vipevents@burswood.com.au; 'Heather Ryan'; Cage Operations @ Burswood; 'Toni Boyes'; 'Neil DeLima'; Jeff Zammit
Cc: Roland Theiler; Craig Ashton; 'Michael Johansen'; Alfreed Gomez; 'Chris De Lima'; 'Howard Aldridge'; [REDACTED] Erik Lim
Subject: Indran Subramaniam - Annual Leave

Dear All,

Please be informed that Indran is on annual leave starting today, 21/12/09 - 8th Jan 2010 and will return to office on 11th Jan.

However, Indran will still be checking his emails periodically & is contactable should there be any urgent matters.

Form ?

Thanks & Regards,
Susan KS Tan
Executive Assistant
Crown Australia Pty Ltd
Representative Office - Kuala Lumpur

[REDACTED]
Website: www.crowncasino.com.au

18/03/2010

Linda Shao

From: Susan KS Tan [REDACTED]
Sent: Thursday, 18 March 2010 6:28 PM
To: Linda Shao
Cc: Jeff Zammit; Alfreed Gomez
Subject: RE: AL for Indran Subramaniam
Attachments: Annual leave.htm; Annual Leave Form.DOC

Hi Linda,

Confirmed AL were taken for those dates.
Dates for 21/12 to 08/01 were submitted by Indran as per attached.
Per Indran, both were verbally approved by Alfreed.

Thanks & Regards,
Susan KS Tan

From: Linda Shao [mailto:[REDACTED]]
Sent: Thursday, 18 March, 2010 1:31 PM
To: [REDACTED]
Cc: Jeff Zammit; Alfreed Gomez
Subject: Re: AL for Indran Subramaniam

Normal.dot
Hi Susan,

Will you please verify if Indran has had AL taken for these dates? However we have not received the approval email.

Thank you.

Best Regards,

Linda Shao
Senior Payroll Coordinator
Payroll Department
Crown Limited
[REDACTED]

Website: www.crowncasino.com.au

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19/03/2010