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**تعديل بيانات | نظام سفر الموظفين** myIDTravel

 Update Information | Staff Travel System - myIDTravel

**التاريخ**Date| : / /

**\* تعبئة جميع البيانات باللغة الإنجليزية |**Fill out all data in English

From P- 2

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|  | \_ \_ \_ \_ \_ \_ \_ \_ | **الرقم الوظيفي:**Emp. ID |
| \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ | [ ]  Mr. [ ]  Ms. |  **لاسم:**Name  | [ ]  **تعديل**Change |
| \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ | **المنطقة:**Area | [ ]  **تعديل**Change | [ ]  مستمر Active [ ]  متقاعد Retired  |  **الحالة الوظيفية:**Emp. Status  | [ ]  **تعديل**Change |
| \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ | **الإدارة:**Dept. | [ ]  **تعديل**Change |  / / |  **تاريخ الميلاد:**Date of Birth  | [ ]  **تعديل**Change |
| \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ | **تليفون:**Phone | [ ]  **تعديل**Change | \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_  |  **محمول:**Mobile  | [ ]  **تعديل**Change |
| \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_  |  **بريد إلكتروني:****Email**  | [ ]  **تعديل**Change |

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|  ***المطلوب تعديله*** | ***Required to be modified*** |
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| **بيانات الأسرة** *Family Details* |
| **صلة القرابة**Kinship | **تاريخ الميلاد**Date of Birth | **الاسم حسب الجواز بالانجليزية**Name in English as per Passport | Mr.Mrs. | مSn. |
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| **اسم الموظفEmp. Name |** \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ |
| **التوقيع Sign |**  |

 | * **يجب مطابقة وإرفاق نسخة معمدة من بيانات الموظف وأفراد أسرته من قبل الموارد البشرية.**
* **يرفق نسخة من جوازات السفر لكلا من الموظف وأفراد أسرته.**
* **حساب الموظف في myIDTravel أو أي تذاكر صادره منه خاضعة لأي تغيير أو الإيقاف دون أي مسؤولية قانونية على اليمنية أو شركة myIDTravel بحسب الشروط والأحكام السارية**
 |  |  |  |

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