SUMMARY					
ID	UC-2				
Name	Employee Submits Vacation Cancellation Request				
Goal	Allow an employee to cancel a submitted vacation request before its start date.				
Actors	Employee				
TRIGGERS					
Trigger	ger Employee decides they no longer need a previously requested vacation.				
PRE-CONDITIONS					
1	Employee has an existing vacation request in pending or approved status.				
2	Vacation request has not yet started.				
3	Employee is a full-time Muslim Saudi employee (system scope).				
4	Employee is not a trainee (system scope).				
5	System is accessible via web or mobile app.				
BASIC FLOW (MAIN SUCCESS SCENARIO)					
#	User Action System Response				
1	Employee opens the Vacation Cancellation Request screen.	System displays the cancellation request form.			
2	_	System auto-populates employee details (Name, ID) as read-only.			
3	_	System displays original request details (Type, Dates, Period, Notes, Attachments) in read-only mode.			
4	Employee optionally enters a cancellation reason.	System accepts input.			
5	Employee reviews all details.	System waits for confirmation.			
6	Employee clicks Submit Cancellation.	System validates request and submits for approval with status 'Pending'.			
7	Employee clicks Cancel instead.	System discards input and returns to dashboard.			
APPROVAL FLOW (MANAGER / HR / GENERAL MANAGER)					
#	Reviewer Action		System Response		
1	Reviewer opens the Vacation Cancellation Request screen.		System shows original request and cancellation details.		
2	Reviewer optionally enters notes.		System accepts input.		
3	Reviewer clicks Approve or Reject. System updates status and records decision.				
BUSINESS VALIDATION RULES					
Rule ID	Description		Condition	Message ID	
BV-201	Cancellation must occur before vacation st	art date.	currentDate < vacationStartDate	MSG-201	
BV-202	Only requests in Pending or Approved status can be cancelled.		status ∈ {Pending, Approved}	MSG-202	
BV-203	Cancellation request data must match original request.		cancellationData == originalData	MSG-203	
EXCEPTIONS (ERROR CONDITIONS)					
ID	At Step	Issue	Resolution		
EX-1	Step 6	Cancellation attempted after start date.	System blocks submission and shows erro	r message MSG-204.	
EX-2	Step 6	Request not in Pending or Approved status.	System prevents cancellation and shows error message MSG-205.		
EX-3	Step 6	Data inconsistency detected. System rejects cancellation and notifies HR.			
POST-CONDITIONS					
1	Cancellation request stored with status Pending until reviewed.				
2	If approved: HR and Manager notified, vacation officially cancelled.				
3	If rejected: Employee notified, original vacation request remains active.				
	NOTES				
Note	Note Maintain link between original vacation requests and their cancellations for data integrity.				