

Internal Clearance Form

Date of Initiation: 28-01-2023

Full Name : Abdulaziz Omani Fujo

Job Title : Labour

Employee Code : 6449

DOJ : 08-07-2021


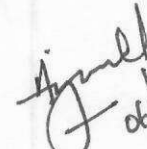

Last working day : 09-02-2023

Department : Operations - CS

Business Unit : GUC

Reporting to : Imran Khan (Asst. Manager - CS)

Date of leaving : 09-02-2023

Particulars	Condition Of Return	Recoveries If Any	Charge Taken By	Signature Of Head Of Department
DEPARTMENT <ul style="list-style-type: none"> Files/Register/Documents Manuals Tools Safety Equipment 				 28/01/2023
IT <ul style="list-style-type: none"> Computer / Laptop Flash Drive Email ID Deactivation Mobile Handset Sim Card Telephone ERP login 	N			
WORKSHOP <ul style="list-style-type: none"> Vehicle Traffic Violation 	N			
PROCUREMENT <ul style="list-style-type: none"> Fuel tag 	N			
STORES	N			
HR/ADMINISTRATION <ul style="list-style-type: none"> Company Accommodation Health Card Insurance Card Employee ID Card Legal Case 	QID will be cancelled Health card and P-pay card will be collected			 06/02/2023
FINANCE <ul style="list-style-type: none"> Advance Company Loan Company Credit Card Any Other Bank Related <ul style="list-style-type: none"> Personal Loan Credit Card 	— No loans & Advances —			 08/02/2023

Signature (Employee): -

Unit - HR: -

Zuhair