

## DEPARTURE SHEET

Date 24-Mar-25

Reason

ANNUAL LEAVE

Wages for March 2025

Joined Date: 29-Jul-2019

Leave Start Date: 01-Apr-2025



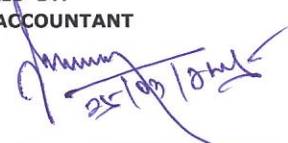
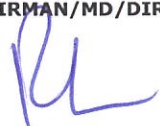
Leave End Date: 04-Jun-2025

MOHAMMAD ISMAIL		PP#: EH0982221	
Reg No 3290		Designation: PLUMBER	
Nationality: BANGLADESHI			
DESCRIPTION		DR	CR
<b>Wages for</b>	Basic Salary	3,855.00	
01.02.2025 - 28.02.2025			-
01.03.2025 - 31.03.2025	31		3,855.00
<b>Allowance</b>	No. of Days		
Service Allowance - Feb			-
Service Allowance - Mar	31	1,542.00	1,542.00
Professional Allowance - Feb			-
Professional Allowance - Mar	31	385.50	385.50
Island Allowance - Feb			-
Island Allowance - Mar	23	500.00	370.97
Safety/Store Allowance - Feb			-
Safety/Store Allowance - Mar			-
Long Term Allowance - Feb			-
Long Term Allowance - Mar			-
Phone Allowance - Feb			-
Phone Allowance - Mar			-
Attendance Allowance - Feb			-
Attendance Allowance - Mar			-
OT Areas			-
Over Time - Feb			-
Over Time - Mar		144.00	144.00
Petrol			-
<b>Deductions</b>			
Absent/No Pay Oct			-
Salary Advance			-
Medical - Feb			-
Medical - Mar			-
Phone Allowance			-
Food & Tea Allowance - Apr	29	2,000.00	1,933.33
Insurance			-
WP Medical Fee			-
PPE's cost			-
Work Permit Fee			-
Phone			-
		<b>1,933.33</b>	<b>6,297.47</b>
	<b>MVR</b>	<b>4,364.00</b>	

I received all my Entitled Salary & benefits (according to the Agreement) for the period which I served for RCC Port Ltd. I am signing this without any force and I don't have anything against the company.

MOHAMMAD ISMAIL  
3290

Signature

PREPARED BY: HR OFFICER 	CHECKED BY: HR MANAGER 	CHECKED BY: CFO/ACCOUNTANT 	APPROVED BY: CHAIRMAN/MD/DIRECTOR 
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