

DEPARTURE SHEET

Date 20-May-25

Reason ANNUAL LEAVE

Wages for April & May 2025

Joined Date: 08-Jun-2006

Leave Start Date: 21-May-2025

Leave End Date: 04-Aug-2025

MOHAMMAD MANU MIAH		PP#: EL0826557	
Reg No 1231		Designation: SUPERVISOR - ASSISTANT	
Nationality: BANGLADESHI			
DESCRIPTION		DR	CR
Wages for	Basic Salary	3,855.00	
01.04.2025 - 30.04.2025	29.5		3,790.75
01.05.2025 - 31.05.2025	20		2,487.10
Allowance	No. of Days		
Service Allowance - Apr	29.5	1,927.50	1,895.38
Service Allowance - May	20	1,927.50	1,243.55
Professional Allowance - Apr	29.5	1,542.00	1,516.30
Professional Allowance - May	20	1,542.00	994.84
Island Allowance - Apr	30	500.00	500.00
Island Allowance - May	23	500.00	383.33
Safety Store Allowance - Apr	29.5	500.00	491.67
Safety Store Allowance - May	20	500.00	322.58
Long Term Allowance - Apr	29.5	1,250.00	1,229.17
Long Term Allowance - May	20	1,250.00	806.45
Phone Allowance - Mar	30	150.00	150.00
Phone Allowance - Apr	20	150.00	96.77
Attendance Allowance - Apr	29.5	771.00	758.15
Attendance Allowance - May	20	771.00	497.42
Salary Areas			-
OT Tea Money			-
Over Time - Apr		360.00	360.00
Over Time - May		96.00	96.00
Deductions			-
Water Deduction			-
Salary Advance			-
Medical - April			-
Medical - May			-
Food & Tea Allowance - May	10	2,000.00	645.16
Phone Allowance			-
Petrol Allowance			-
WP Medical Fee			-
PPE's cost			-
Work Permit Fee			-
Phone			-
		645.16	17,619.45

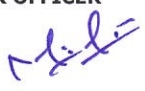


MVR

16,974.00

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

MOHAMMAD MANU MIAH
1231

Signature

PREPARED BY: HR OFFICER 	CHECKED BY: HR MANAGER  20/5/2025	CHECKED BY: CFO/ACCOUNTANT  20/05/2025	APPROVED BY: CHAIRMAN/MD/DIRECTOR
---	---	---	--------------------------------------