

Employee Infor	mation						4				
mployee No: 2345			Employee Name:		UVAIS	S	2.1	Passport / NI	Passport / NIC No:		
Designation:	DEPUTY C	PUTY CFO De		epartment:		Accounts Department		Nationality:	Nationality:		
Work Permit Expiry Date:		Not Available		Passport/NIC Exp. D		Date: 3	80-Nov0	001 Visa Expi	ry Date:	te: Not Available	
Leave Details			***************************************		y y managaman and the state of		All and the second				
Leave Type Emergency Leave		Start Date			01-Apr-2025		End Date		06-Apr-2025		
Total Days 5				Leave Balance		5 Days		Destination	Not	Not Assigned	
Previous Leave	Records										
							# %				
Contact Detail	s While on Lea	ive									
Mobile 99	20700		WhatsA	WhatsApp / Viber		X		Email	uvais@live.com		
WORK HANDON	/FD TO:										
Project:			***************************************		One with Addition Addition and Additional Company						
	S	tatus	Action	Needed		Due date		nd Over by	Take C	Over by	
	S	tatus	Action	Needed		Due date	Har &	nd Over by	Take (Over by	
	S	tatus	Action	Needed		Due date	表	nd Over by	Take 0	Over by	
Project: Pending Works	Si	tatus	Action	Needed		Due date	表	nd Over by	Take C	Over by	
		tatus	Action	Needed		Due date	表	nd Over by	Take C	Over by	
Pending Works		tatus	Action			Due date	表	nd Over by	Take C	Over by	
Pending Works Prepared and	checked by	tatus	Action				表	nd Over by	Take C	Over by	
Pending Works Prepared and	checked by	tatus	Action				表	nd Over by	Take C	Over by	
Pending Works Prepared and of the Name Abdulla Miuwar	checked by Rafeeq ignatures		Action	v			· · · · · · · · · · · · · · · · · · ·	oved By (Project Director)	A	oproved By	