



Employee Information

Employee No:	2565	Employee Name:	HEMANATHAN SELVARAJ	Passport / NIC No:	C2280158
Designation:	SAFETY ENGINEER	Department:	Projects	Nationality:	INDIAN
Date Of Join:	01-Aug-2019	Passport/NIC Exp. Date:	17-Sep-2034	Visa Expiry Date:	06-Mar-2027

Leave Details

Leave Type	Medical Leave	Start Date	15-Apr-2025	End Date	03-May-2025
Total Days	15	Leave Balance	15 Days	Destination	Not Assigned

Previous Leave Records

Contact Details While on Leave

Mobile	X	WhatsApp / Viber	X	Email	xm@com
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WORK HANDOVER TO:

Project:

Pending Works	Status	Action Needed	Due date	Hand Over by	Take Over by

Prepared and checked by

Name	Signature
Abdulla Miuwan Rafeeq	

Approvals & Signatures

Requested By (Employee)	Approved By (HOD)	Approved By (HRM)	Approved By (Project Director)	Approved By (MD/Chairman)
				