

DEPARTURE SHEET

Date 17-Mar-25

Reason ANNUAL LEAVE

Wages for Feb & March 2025

Joined Date: 01-Apr-2023

Departure Date: 21-Mar-2025

Leave End Date: 26-Apr-2025

MANIKANDAN ALAGAR SAMY		PP#: R0981055	
Reg No 4406		Designation: SITE ENGINEER	
Nationality: INDIAN			
DESCRIPTION		DR	CR
Wages for	Basic Salary	6,168.00	
01.02.2025 - 28.02.2025	28		6,168.00
01.03.2025 - 31.03.2025	20		3,979.35
Allowance	No. of Days		
Service Allowance - Feb	28	1,542.00	1,542.00
Service Allowance - Mar	20	1,542.00	994.84
Professional Allowance - Feb	28	1,542.00	1,542.00
Professional Allowance - Mar	20	1,542.00	994.84
Island Allowance - Feb	28	750.00	750.00
Island Allowance - Mar	20	750.00	483.87
Safety/Store Allowance - Feb			-
Safety/Store Allowance - Mar			-
Long Term Allowance - Feb			-
Long Term Allowance - Mar			-
Phone Allowance - Feb	28	150.00	150.00
Phone Allowance - Mar	20	150.00	96.77
Attendance Allowance - Feb	28	1,542.00	1,542.00
Attendance Allowance - Mar	20	1,542.00	994.84
OT Areas			-
Over Time - Feb		132.00	132.00
Over Time - Mar			-
Petrol			-
Deductions			-
Absent/No Pay Oct			
Salary Advance			
Medical - Feb			
Medical - Mar			
Phone Allowance			
Food & Tea Allowance - Mar	10	2,000.00	645.16
Insurance			
WP Medical Fee			
PPE's cost			
Work Permit Fee			
Phone			
		645.16	19,370.52
MVR		18,725.00	

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.

MANIKANDAN ALAGAR SAMY
4406

Signature

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