

DEPARTURE SHEET

Date 9-Apr-25

Reason

ANNUAL LEAVE

Wages for March & April 2025

Joined Date: 09-May-2021

Leave Start Date: 10-Apr-2025

Leave End Date: 21-Jun-2025

PANKAJ KUMAR VISHWAKARMA		PP#: C2352433	
Reg No 2953		Desigantion: MASON STUCCO	
		Nationality: INDIAN	
DESCRIPTION		DR	CR
Wages for	Basic Salary	3,855.00	
01.03.2025 - 31.03.2025	31		3,855.00
01.04.2025 - 30.04.2025	7.5		963.75
Allowance	No. of Days		
Service Allowance - Mar	31	1,542.00	1,542.00
Service Allowance - Apr	7.5	1,542.00	385.50
Professional Allowance - Mar			-
Professional Allowance - Apr			-
Delivery Allowance - Mar			-
Delivery Allowance - Apr			-
Safety Store Allowance - Mar			-
Safety Store Allowance - Apr			-
Long Term Allowance - Mar			-
Long Term Allowance - Apr			-
Island Allowance - Mar	31	500.00	500.00
Island Allowance - Apr	6	500.00	100.00
Attendance Allowance - Mar			-
Attendance Allowance - Apr			-
OT Areas			-
Over Time - Feb			-
Over Time - Mar			-
Over Time - Apr		96.00	96.00
Deductions			
Absent/No Pay Oct			-
Salary Advance			-
Medical - Feb			-
Medical - Mar			-
Phone Allowance			-
Food & Tea Allowance - Apr	20	2,000.00	1,333.33
Petrol Allowance - Apr			-
Phone Allowance - Apr			-
PPE's cost			-
Work Permit Fee			-
Phone			-
		1,333.33	7,442.25

MVR

6,109.00

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.

PANKAJ KUMAR VISHWAKARMA
2953

Signature

PREPARED BY:
HR OFFICER

CHECKED BY:
HR MANAGER

CHECKED BY:
CFO/ACCOUNTANT

APPROVED BY:
CHAIRMAN/MD/DIRECTOR