



Employee Information

Employee No:	2185	Employee Name:	BORHAN?	Passport / NIC No:	A18328943
Designation:	SCAFFOLDER	Department:	Projects	Nationality:	BANGLADESHI
Date Of Join:	24-Aug-2015	Passport/NIC Exp. Date:	23-Mar-2035	Visa Expiry Date:	25-Dec-2026

Leave Details

Leave Type	Annual Leave	Start Date	10-May-2025	End Date	24-Aug-2025
Total Days	90	Leave Balance	0 Days	Destination	Not Assigned

Previous Leave Records

20/03/2022 - 02/07/2022

Contact Details While on Leave

Mobile	X	WhatsApp / Viber	X	Email	X
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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 Miawan Rafeeq	

Approvals & Signatures

Requested By (Employee)	Approved By (HOD)	Approved By (HRM)	Approved By (Project Director)	Approved By (MD/Chairman)
BORHAN	Impr 03/05/25	Out 6/5/2025		