

Date	12-Apr-25
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Reason	EMERGENCY LEAVE
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Joined Date: 01-Aug-2019
Leave Start Date: 15-Apr-2025
Leave End Date: 03-May-2025

MVR	(1,125.00)
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HEMANATHAN SELVARAJ
2565

Signature

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

Date 12-Apr-25

Reason EMERGENCY LEAVE

Wages for March & April 2025

Joined Date: 01-Aug-2019

Leave Start Date: 15-Apr-2025

Leave End Date: 03-May-2025

HEMANATHAN SELVARAJ		PP#: C2280158	
Reg No 2565		Desigantion: SAFETY ENGINEER	
Nationality: INDIAN			
DESCRIPTION		DR	CR
Wages for	Basic Salary	1,000.00	
01.03.2025 - 31.03.2025	31		1,000.00
01.04.2025 - 30.04.2025	30		1,000.00
Allowance	No. of Days		
Service Allowance - Mar			-
Service Allowance - Apr			-
Professional Allowance - Mar			-
Professional Allowance - apr			-
Delivery Allowance - Mar			-
Delivery Allowance - Apr			-
Safty Store Allowance - Mar			-
Safty Store Allowance - Apr			-
Long Term Allowance - Feb			-
Long Term Allowance - Mar			-
Phone Allowance - Mar			-
Phone Allowance - Apr			-
Attendance Allowance - Mar	31	100.00	100.00
Attendance Allowance - Apr	30	100.00	100.00
OT Areas			-
Over Time - Mar			-
Deductions			-
Absent/No Pay Oct			-
Salary Advance			-
Medical - Feb			-
Medical - Mar			-
Phone Allowance			-
Food & Tea Allowance - Apr			-
Insuarance			-
WP Medical Fee			-
PPE's cost			-
Work Permit Fee			0.00
Phone			-
		0.00	2,200.00




USD

2,200.00

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.

HEMANATHAN SELVARAJ
2565

Signature

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