



Employee Information

Employee No:	2938	Employee Name:	MOHAMED ASHRAF AHMED	Passport / NIC No:	A007440
Designation:	MANAGER - BATCHING PLANT	Department:	BBP Department	Nationality:	MALDIVIAN
Date Of Join:	03-May-2021	Passport/NIC Exp. Date:	30-Nov--0001	Visa Expiry Date:	Not Available

Leave Details

Leave Type	Annual Leave	Start Date	07-Jun-2025	End Date	07 Jun-2025
Total Days	2	Leave Balance	25 Days 9	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
Fathimath Shahidha	

Approvals & Signatures

Requested By (Employee)	Approved By (HOD)	Approved By (HRM)	Approved By (Project Director)	Approved By (MD/Chairman)
		 31/5/2025	