

## DEPARTURE SHEET

Date 2-Jun-25

Wages for May &amp; June 2025

Reason Annual Leave

Joined Date: 31-Jan-2022

Leave Start Date: 03-Jun-2025

Leave End Date: 08-Jul-2025

MD JUBER HAQUE		PP#: Y1536673	
Reg No 3349		Desigantion: ELECTRICIAN	
DESCRIPTION		Nationality: INDIAN	
		DR	CR
<b>Wages for</b>	Basic Salary	3,855.00	
01.05.2025 - 31.05.2025	31		3,855.00
01.06.2025 - 30.06.2025	2		257.00
<b>Allowance</b>	No. of Days		
Service Allowance - May	31	1,542.00	1,542.00
Service Allowance - Jun	2	1,542.00	102.80
Professional Allowance - Apr			-
Professional Allowance - May			-
Delivery Allowance - Apr			-
Delivery Allowance - May			-
Safty Store Allowance - Apr			-
Safty Store Allowance - May			-
Long Term Allowance - Apr			-
Long Term Allowance - May			-
Phone Allowance - Mar			-
Phone Allowance - Apr			-
Attendance Allowance - May	31	386.00	386.00
Attendance Allowance - Jun	2	386.00	25.73
Salary Areas		1,257.14	1,257.14
OT Tea Money			-
Over Time - Apr			-
Over Time - May			-
<b>Deductions</b>			-
Water Deduction			-
Ticket Money			-
Medical - April			-
Medical - May			-
Food & Tea Allowance - June	27	2,000.00	1,800.00
Phone Allowance			-
Petrol Allowance			-
WP Medical Fee			-
PPE's cost			-
Work Permit Fee			-
Phone			-
		<b>1,831.26</b>	<b>7,425.67</b>





MVR

5,594.00

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.

MD JUBER HAQUE  
3349

Signature

PREPARED BY: HR OFFICER 	CHECKED BY: HR MANAGER  02/06/2025	CHECKED BY: CFO/ACCOUNTANT  02/06/2025	APPROVED BY: CHAIRMAN/MD/DIRECTOR 
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