



**RASHEED CARPENTRY &
CONSTRUCTION PVT LTD**
Nector, Asaree Higur 20260, K. Male, Maldives

Leave Application Form

Employee Information

Employee No:	4131	Employee Name:	MAQBOOL	Passport / NIC No:	P7497783
Designation:	FINISHING CARPENTER	Department:	Projects	Nationality:	INDIAN

Leave Details

Leave Type	Annual Leave	Start Date	03-Apr-2025	End Date	08-May-2025
Total Days	30	Leave Balance	0 Days		

Previous Leave Records

Start Date	End Date	Number of Days	Status
No previous leave records found.			

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
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Prepared and checked by

Name	Signature
Abdulla Miuwan Rafeeq	

Approvals & Signatures

Requested By (Employee)	Approved By (HOD)	Approved By (HRM)	Approved By (Project Director)	Approved By (MD/Chairman)
Maqbool		 18/3/2025		