

## DEPARTURE SHEET

Date 17-Mar-25

Reason

ANNUAL LEAVE

Wages for Jan 2025

Joined Date: 11-Feb-2021

Departure Date: 19-Mar-2025

Leave End Date: 23-Apr-2025

GOPALAKRISHNAN SUBRAMANIYAN		PP#: N9942016	
Reg No 2838		Desigantion: FORKLIFT OPERATOR	
Nationality: INDIAN			
DESCRIPTION		DR	CR
<b>Wages for</b>	Basic Salary	3,855.00	
01.01.2025 - 31.01.2025	31		3,855.00
01.03.2025 - 31.03.2025			-
<b>Allowance</b>	No. of Days		
Service Allowance - Jan	31	2,313.00	2,313.00
Service Allowance - Mar			-
Professional Allowance - Jan	31	1,542.00	1,542.00
Professional Allowance - Mar			-
Island Allowance - Jan	31	500.00	500.00
Island Allowance - Mar			-
Safety/Store Allowance - Jan	31	250.00	250.00
Safety/Store Allowance - Mar			-
Long Term Allowance - Feb			-
Long Term Allowance - Mar			-
Attendance Allowance - Feb			-
Attendance Allowance - Mar			-
OT Areas			-
Over Time - Jan		24.00	24.00
Over Time - Mar			-
Petrol			-
<b>Deductions</b>			-
Absent/No Pay Oct			-
Salary Advance			-
Medical - Feb			-
April OT deduction			-
Phone Allowance			-
Food & Tea Allowance			-
Insuarance			-
WP Medical Fee			-
PPE's cost			-
Work Permit Fee			-
Phone			-
		0.00	8,484.00





MVR

8,484.00

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.

GOPALAKRISHNAN SUBRAMANIYAN  
2838

Signature

PREPARED BY: HR OFFICER	CHECKED BY: HR MANAGER	CHECKED BY: CFO/ACCOUNTANT	APPROVED BY: CHAIRMAN/MD/DIRECTOR
	 12/3/2025	 18/03/2025	

## DEPARTURE SHEET

Date 17-Mar-25

Reason ANNUAL LEAVE

Wages for March 2025

Joined Date: 11-Feb-2021

Departure Date: 19-Mar-2025



Leave End Date: 23-Apr-2025

GOPALAKRISHNAN SUBRAMANIYAN		PP#: N9942016	
Reg No 2838		Designation: FORKLIFT OPERATOR	
Nationality: INDIAN			
DESCRIPTION		DR	CR
<b>Wages for</b>	Basic Salary	3,855.00	
01.01.2025 - 31.01.2025			
01.03.2025 - 31.03.2025	18		2,238.39
<b>Allowance</b>	No. of Days		
Service Allowance - Jan			
Service Allowance - Mar	18	2,313.00	1,343.03
Professional Allowance - Jan			
Professional Allowance - Mar	18	1,542.00	895.35
Island Allowance - Jan			
Island Allowance - Mar			
Safety/Store Allowance - Jan			
Safety/Store Allowance - Mar	18	250.00	145.16
Long Term Allowance - Feb			
Long Term Allowance - Mar			
Attendance Allowance - Feb			
Attendance Allowance - Mar			
OT Areas			
Over Time - Jan			
Over Time - Mar		176.00	176.00
Petrol			
<b>Deductions</b>			
Absent/No Pay Oct			
Salary Advance			
Medical - Feb			
April OT deduction			
Phone Allowance			
Food & Tea Allowance	12	2,000.00	774.19
Insurance			
WP Medical Fee			
PPE's cost			
Work Permit Fee			
Phone			
		774.19	4,797.94
	MVR	4,024.00	

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GOPALAKRISHNAN SUBRAMANIYAN  
2838

Signature

PREPARED BY: HR OFFICER	CHECKED BY: HR MANAGER	CHECKED BY: CFO/ACCOUNTANT	APPROVED BY: CHAIRMAN/MD/DIRECTOR
	 17/3/2025	