



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

Leave Approval Form

Employee Information

Employee No:	5112	Employee Name:	SHEKSHAVALI ADDIGERE	Passport / NIC No:	B8762014
Designation:	HYDRAULIC MECHANICAL ENGINEER	Department:	PROCUREMENT AND INVENTORY	Nationality:	INDIAN
Date Of Join:	27-Dec-2024	Passport/NIC Exp. Date:	24-Jan-2034	Visa Expiry Date:	27-Dec-2026

Leave Details

Leave Type	Emergency Leave	Start Date	05-Jun-2025	End Date	08-Jun-2025
Total Days	2	Leave Balance	5 Days	Destination	Not Assigned

Previous Leave Records

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Contact Details While on Leave

Mobile	9419979	WhatsApp / Viber	+9170949 68230	Email	vali45@gmail.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	<i>Shahidha</i> 02/06/2025

Approvals & Signatures

Requested By (Employee)	Approved By (HOD)	Approved By (HRM)	Approved By (Project Director)	Approved By (MD/Chairman)
<i>A. Shaid</i> 2/6/25	<i>[Signature]</i> 4/6/25	<i>[Signature]</i> 4/6/2025		