

## DEPARTURE SHEET

Date 27-Mar-25

Reason

ANNUAL LEAVE

Wages for March &amp; April 2025

Joined Date: 16-Aug-2013

Leave Start Date: 06-Apr-2025



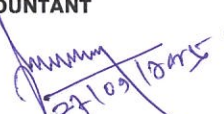

Leave End Date: 11-May-2025

| SUMITH WEERASINGHE SERASINGHE<br>PATHIRANAGE |              | PP#: N7668470                   |          |
|--|--------------|---------------------------------|----------|
| Reg No 1989                                  |              | Designation: PLUMBER SUPERVISOR |          |
| Nationality: SRI LANKAN                      |              |                                 |          |
| DESCRIPTION                                  |              | DR                              | CR       |
| <b>Wages for</b>                             | Basic Salary | 1,150.00                        |          |
| 01.03.2025 - 31.03.2025                      | 31           |                                 | 1,150.00 |
| 01.04.2025 - 30.04.2025                      | 30           |                                 | 1,150.00 |
| <b>Allowance</b>                             | No. of Days  |                                 |          |
| Service Allowance - Mar                      |              |                                 | -        |
| Service Allowance - Leave Salary             |              |                                 | -        |
| Professional Allowance - Mar                 |              |                                 | -        |
| Professional Allowance - Apr                 |              |                                 | -        |
| Delivery Allowance - Mar                     |              |                                 | -        |
| Delivery Allowance - Apr                     |              |                                 | -        |
| Safety Store Allowance - Mar                 |              |                                 | -        |
| Safety Store Allowance - Apr                 |              |                                 | -        |
| Long Term Allowance - Mar                    | 31           | 64.85                           | 64.85    |
| Long Term Allowance - Apr                    | 30           | 64.85                           | 64.85    |
| Phone Allowance - Mar                        |              |                                 | -        |
| Phone Allowance - Apr                        |              |                                 | -        |
| Attendance Allowance - Mar                   |              |                                 | -        |
| Attendance Allowance - Apr                   |              |                                 | -        |
| OT Areas                                     |              |                                 | -        |
| Over Time - Feb                              |              |                                 | -        |
| Over Time - Mar                              |              |                                 | -        |
| Petrol                                       |              |                                 | -        |
| <b>Deductions</b>                            |              |                                 |          |
| Absent/No Pay Oct                            |              |                                 | -        |
| Salary Advance                               |              |                                 | -        |
| Medical - Feb                                |              |                                 | -        |
| Medical - Mar                                |              |                                 | -        |
| Phone Allowance                              |              |                                 | -        |
| Food & Tea Allowance - Apr                   |              |                                 | -        |
| Insurance                                    |              |                                 | -        |
| WP Medical Fee                               |              |                                 | -        |
| PPE's cost                                   |              |                                 | -        |
| Work Permit Fee                              |              |                                 | -        |
| Phone  |              |                                 | -        |
|  |              | 0.00                            | 2,429.70 |
|  | USD          | 2,430.00                        |          |

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.

SUMITH WEERASINGHE SERASINGHE PATHIRANAGE  
1989

Signature

|   |  |  |   |
|---|--|--|---|
| PREPARED BY:<br>HR OFFICER<br> | CHECKED BY:<br>HR MANAGER<br> 27/3/2025 | CHECKED BY:<br>CFO/ACCOUNTANT<br> 27/03/2025 | APPROVED BY:<br>CHAIRMAN/MD/DIRECTOR<br> |
|---|--|--|---|