



Employee Information

Employee No:	3815	Employee Name:	LASANTHA BANDARA SENEVIRATHNA BAN ANGE ARACHCHILAGE GEDARA	Passport / NIC No:	N8520804
Designation:	SURVEYOR ASSISTANT	Department:	Projects	Nationality:	SRI LANKAN
Date Of Join:	29-Aug-2022	Passport/NIC Exp. Date:	23-Sep-2029	Visa Expiry Date:	29-Aug-2026

Leave Details

Leave Type	Annual Leave	Start Date	02-Aug-2025	End Date	06-Sep-2025
Total Days	30	Leave Balance	0 Days	Destination	Not Assigned

Previous Leave Records

Contact Details While on Leave

Mobile	X	WhatsApp / Viber	X	Email	x@rcc.com.mv
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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	

Approvals & Signatures

Requested By (Employee)	Approved By (HOD)	Approved By (HRM)	Approved By (Project Director)	Approved By (MD/Chairman)