

## DEPARTURE SHEET

Date 28-May-25

Reason Annual Leave

Wages for April &amp; May 2025

Joined Date: 04-Jul-2017

Leave Start Date: 29-May-2025


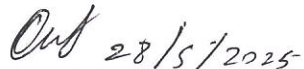


Leave End Date: 09-Aug-2025

FORHAD		PP#: A13206198		
Reg No 2826		Designation: STORE KEEPER ASSISTANT		
DESCRIPTION		Nationality: BANGLADESHI		
			DR	CR
<b>Wages for</b>		Basic Salary	4,628.25	
01.04.2025 - 30.04.2025				-
01.05.2025 - 31.05.2025		28		4,180.35
<b>Allowance</b>		No. of Days		
Service Allowance - Apr				-
Service Allowance - May				-
Professional Allowance - Apr				-
Professional Allowance - May		28	385.50	348.19
Delivery Allowance - Apr				-
Delivery Allowance - May		28	350.00	316.13
Safty Store Allowance - Apr				-
Safty Store Allowance - May		28	500.00	451.61
Long Term Allowance - Apr				-
Long Term Allowance - May				-
Phone Allowance - Mar				-
Phone Allowance - Apr				-
Attendance Allowance - Apr				-
Attendance Allowance - May		28	386.00	348.65
Salary Areas				-
OT Tea Money				-
Over Time - Apr				-
Over Time - May			340.80	340.80
<b>Deductions</b>				-
Water Deduction				-
Salary Advance				-
Medical - April				-
Medical - May				-
Food & Tea Allowance - May		2	2,000.00	129.03
Phone Allowance				-
Petrol Allowance				-
WP Medical Fee				-
PPE's cost				-
Work Permit Fee				-
Phone				-
			129.03	5,985.74
		MVR	5,857.00	

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.

FORHAD  
2826

Signature

PREPARED BY: HR OFFICER 	CHECKED BY: HR MANAGER 	CHECKED BY: CFO/ACCOUNTANT 	APPROVED BY: CHAIRMAN/MD/DIRECTOR 
---	--	---	---