

DEPARTURE SHEET

Date 30-Apr-25

Reason Annual Leave

Wages for April 2025

Joined Date: 15-Mar-2022

Leave Start Date: 02-May-2025

Leave End Date: 07-Jun-2025

NATARAJAN PITCHAI		PP#: N6702821	
Reg No 3405		Designation: DRAFTSMAN	
Nationality: SRI LANKAN			
DESCRIPTION		DR	CR
Wages for	Basic Salary	3,855.00	
01.04.2025 - 30.04.2025	30		3,855.00
Allowance	No. of Days		
Service Allowance - Apr	30	1,542.00	1,542.00
Professional Allowance - Apr	30	385.50	385.50
Safety Store Allowance - Apr	30	1,150.00	1,150.00
Pump Brick Batching Allowance - Apr			-
Island Allowance - Mar			-
Island Allowance - Apr			-
Long Term Allowance - Mar			-
Long Term Allowance - Apr			-
Phone Allowance - Mar			-
Phone Allowance - Apr			-
Attendance Allowance - Mar			-
Attendance Allowance - Apr	30	386.00	386.00
OT Areas			-
Over Time - Mar			-
Over Time - Apr			-
Deductions			-
Water Deduction			-
Salary Advance			-
Medical - Feb			-
Medical - Mar			-
Food & Tea Allowance - Apr			-
Phone Allowance			-
Petrol Allowance			-
WP Medical Fee			-
PPE's cost			-
Work Permit Fee			-
Phone			-

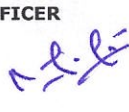



0.00 7,318.50

MVR 7,319.00

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.

NATARAJAN PITCHAI
3405

Signature

PREPARED BY: HR OFFICER 	CHECKED BY: HR MANAGER  30/4/2025	CHECKED BY: CFO/ACCOUNTANT  30/04/2025	APPROVED BY: CHAIRMAN/MD/DIRECTOR 
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