

DEPARTURE SHEET

Date 15-Mar-25

Reason ANNUAL LEAVE

Wages for Feb & March 2025

Joined Date: 04-Jan-2011

Departure Date: 16-Mar-2025

Leave End Date: 30-Jun-2025

BIR BAHADUR B K		PP#: 10402379	
Reg No 1771		Desigantion: DRIVER	
		Nationality: NEPALESE	
DESCRIPTION		DR	CR
Wages for	Basic Salary	4,240.50	1
01.02.2025 - 28.02.2025	28		4,240.50
01.03.2025 - 31.03.2025	15		2,051.85
Allowance	No. of Days		
Service Allowance - Feb	28	771.00	771.00
Service Allowance - Mar	15	771.00	373.06
Professional Allowance - Feb	28	771.00	771.00
Professional Allowance - Mar	15	771.00	373.06
Brick and Batching Plant Allowance - Feb	28	1,000.00	1,000.00
Brick and Batching Plant Allowance - Mar	15	1,000.00	483.87
Safety/Store Allowance - Feb	28	250.00	250.00
Safety/Store Allowance - Mar	15	250.00	120.97
Long Term Allowance - Feb	28	1,000.00	1,000.00
Long Term Allowance - Mar	15	1,000.00	483.87
Attendance Allowance - Feb	28	386.00	386.00
Attendance Allowance - Mar	15	386.00	186.77
OT Areas			-
Over Time - Feb		2,123.04	2,123.04
Over Time - Mar		1,708.00	1,708.00
Petrol			-
Deductions			-
Absent/No Pay Oct			
Salary Advance			
Medical - Feb			
April OT deduction			
Phone Allowance			
Food & Tea Allowance	15	2,000.00	967.74
Insurance			
WP Medical Fee			
PPE's cost			
Work Permit Fee			
Phone			

967.74 16,323.01

MVR 15,355.00

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.

BIR BAHADUR B K
1771

Signature

PREPARED BY:
HR OFFICERCHECKED BY:
HR MANAGERCHECKED BY:
CFO/ACCOUNTANTAPPROVED BY:
CHAIRMAN/MD/DIRECTOR
15/3/2025
15/3/2025