

DEPARTURE SHEET

Date 20-May-25

Reason ANNUAL LEAVE

Wages for April & May 2025

Joined Date: 04-Oct-2012

Leave Start Date: 21-May-2025

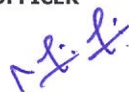


Leave End Date: 09-Oct-2025

ZAKIR HOSSAIN		PP#: A17075617	
Reg No 1954		Designation: SHUTTERING CARPENTER	
DESCRIPTION		Nationality: BANGLADESHI	
		DR	CR
Wages for	Basic Salary	4,240.50	
01.04.2025 - 30.04.2025	30		4,240.50
01.05.2025 - 31.05.2025	20		2,735.81
Allowance	No. of Days		
Service Allowance - Apr	30	2,313.00	2,313.00
Service Allowance - May	20	2,313.00	1,492.26
Professional Allowance - Apr	30	1,156.50	1,156.50
Professional Allowance - May	20	1,156.50	746.13
Pump Brick Batching Allowance - Apr			-
Pump Brick Batching Allowance - May			-
Other Fixed Allowance - Apr			-
Other Fixed Allowance - May			-
Long Term Allowance - Apr	30	1,000.00	1,000.00
Long Term Allowance - May	20	1,000.00	645.16
Phone Allowance - Mar			-
Phone Allowance - Apr			-
Attendance Allowance - Apr			-
Attendance Allowance - May			-
Salary Areas			-
OT Tea Money		70.00	70.00
Over Time - Apr		136.00	136.00
Over Time - May			-
Deductions			
Water Deduction			-
Salary Advance			-
Medical - April			-
Medical - May			-
Food & Tea Allowance - May	10	2,000.00	645.16
Phone Allowance			-
Petrol Allowance			-
WP Medical Fee			-
PPE's cost			-
Work Permit Fee			-
Phone			-
		645.16	14,535.35
		MVR	13,890.00

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.

ZAKIR HOSSAIN
1954

Signature

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