



Employee Information

Employee No:	2474	Employee Name:	HASSAN MOOSA	Passport / NIC No:	A071399
Designation:	MANAGER - MAINTENANCE	Department:	Maintenance	Nationality:	MALDIVIAN
Work Permit Expiry Date:	Not Available	Passport/NIC Exp. Date:	30-Nov--0001	Visa Expiry Date:	Not Available

Leave Details

Leave Type	Annual Leave	Start Date	26-Apr-2025	End Date	10-May-2025
Total Days	11	Leave Balance	30 Days	Destination	Not Assigned

Previous Leave Records

28/12/2024 - 01/02/2025

Contact Details While on Leave

Mobile	9778689	WhatsApp / Viber	X	Email	xm@com
--------	---------	------------------	---	-------	--------

WORK HANDOVER TO: Imran Yousuf 4025

Project:

Pending Works	Status	Action Needed	Due date	Hand Over by	Take Over by

Prepared and checked by

Name	Signature
Abdulla Miawan Rafeeq	

Approvals & Signatures

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