



Employee Information

Employee No:	4546	Employee Name:	ANTONY THIRUVALLAVEEDU JOSEPH	Passport / NIC No:	C3725143
Designation:	PROJECT ENGINEER	Department:	Projects	Nationality:	INDIAN
Work Permit Expiry Date:	01-Aug-2025	Passport/NIC Exp. Date:	14-Oct-2026	Visa Expiry Date:	14-Oct-2026

Leave Details

Leave Type	no Pay	Start Date	30-Apr-2025	End Date	18-May-2025
Total Days	15	Leave Balance	N/A Days	Destination	Not Assigned

Previous Leave Records

Contact Details While on Leave

Mobile	X 979 4437	WhatsApp / Viber	X 979 4437	Email	xm@com.
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WORK HANDOVER TO:

Project:

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

Prepared and checked by

Name	Signature
Fathimath Shahidha	

Approvals & Signatures

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