

## DEPARTURE SHEET

Date 17-Mar-25

Wages for Feb &amp; March 2025

Reason ANNUAL LEAVE

Joined Date: 23-Nov-2022

Departure Date: 21-Mar-2025


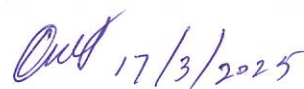
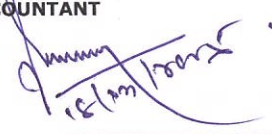

Leave End Date: 01-Jun-2025

KAILASH SWAIN		PP#: S4240028	
Reg No 4061		Designation: LABOURER	
Nationality: INDIAN			
DESCRIPTION		DR	CR
<b>Wages for</b>	Basic Salary	3,855.00	
01.02.2025 - 28.02.2025	27		3,717.32
01.03.2025 - 31.03.2025	19		2,362.74
<b>Allowance</b>	No. of Days		
Service Allowance - Feb			-
Service Allowance - Mar			-
Professional Allowance - Feb			-
Professional Allowance - Mar			-
Island Allowance - Feb			-
Island Allowance - Mar			-
Safety/Store Allowance - Feb			-
Safety/Store Allowance - Mar			-
Long Term Allowance - Feb			-
Long Term Allowance - Mar			-
Phone Allowance - Feb			-
Phone Allowance - Mar			-
Attendance Allowance - Feb			-
Attendance Allowance - Mar			-
OT Areas			-
Over Time - Feb		584.00	584.00
Over Time - Mar		16.00	16.00
Petrol			-
<b>Deductions</b>			
Absent/No Pay Oct			
Salary Advance			
Medical - Feb		107.00	
Medical - Mar			
Phone Allowance			
Food & Tea Allowance - Mar	10	2,000.00	645.16
Insurance			
WP Medical Fee			
PPE's cost			
Work Permit Fee			
Phone			
		<b>752.16</b>	<b>6,680.06</b>
	<b>MVR</b>	<b>5,928.00</b>	

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.

KAILASH SWAIN  
4061

Signature

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