



Employee Information

Employee No:	3306	Employee Name:	ATUL KUMAR SINGH	Passport / NIC No:	U3730892
Designation:	SHEET - METAL WORKER	Department:	Projects	Nationality:	INDIAN
Work Permit Expiry Date:	28-Jun-2025	Passport/NIC Exp. Date:	08-Mar-2031	Visa Expiry Date:	30-Nov-2025

Leave Details

Leave Type	Annual Leave	Start Date	25-May-2025	End Date	30-Jun-2025
Total Days	30	Leave Balance	0 Days	Destination	MALE - DELHI

Previous Leave Records

11/04/2024 - 18/05/2024

Contact Details While on Leave

Mobile	9387305	WhatsApp / Viber	6392862070	Email	X@c
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WORK HANDOVER TO:

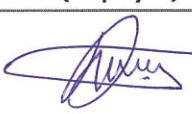
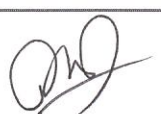

Project:

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

Prepared and checked by

Name	Signature
Abdulla Miuwan Rafeeq	

Approvals & Signatures

Requested By (Employee)	Approved By (HOD)	Approved By (HRM)	Approved By (Project Director)	Approved By (MD/Chairman)
		 2/4/2025	