



Employee Information

Employee No:	3716	Employee Name:	BALASUBRAMANI CHANDRAN	Passport / NIC No:	X4322321
Designation:	PROJECT ENGINEER	Department:	Projects	Nationality:	INDIAN
Date Of Join:	29-Jun-2022	Passport/NIC Exp. Date:	25-Feb-2034	Visa Expiry Date:	10-Nov-2026

Leave Details

Leave Type	Emergency Leave	Start Date	26-Apr-2025	End Date	07-May-2025
Total Days	10	Leave Balance	0 Days	Destination	Not Assigned

Previous Leave Records

04/10/2024 - 11/10/2024 (Annual Leave)

Contact Details While on Leave

Mobile	x 9482112	WhatsApp / Viber	x 8760608456	Email	xm@com
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WORK HANDOVER TO: Will inform before leaving

balasubramanic00@gmail

Project: HA Dhindhoo Islamic center

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

Prepared and checked by

Name	Signature
Abdulla Mluwan Rafeeq	

Approvals & Signatures

Requested By (Employee)	Approved By (HOD)	Approved By (HRM)	Approved By (Project Director)	Approved By (MD/Chairman)
Balan	Amr 13/04/25			EL