



Employee Information

Employee No:	3255	Employee Name:	LUJAIN ABDUL MATHEEN	Passport / NIC No:	A113772
Designation:	MANAGER - IT	Department:	IT Department	Nationality:	MALDIVIAN
Date Of Join:	01-Nov-2021	Passport/NIC Exp. Date:	26-Feb-2025	Visa Expiry Date:	Not Available

Leave Details

Leave Type	Annual Leave	Start Date	05-Jun-2025	End Date	17-Jun-2025
Total Days	10	Leave Balance	13 Days	Destination	Not Assigned

Previous Leave Records

17-04-2025 to 19-04-2025

Contact Details While on Leave

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


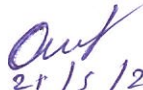
Project:

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

Prepared and checked by

Name	Signature
Abdulla Miuwan Rafeeq	

Approvals & Signatures

Requested By (Employee)	Approved By (HOD)	Approved By (HRM)	Approved By (Project Director)	Approved By (MD/Chairman)
		 21/5/2025		