

DEPARTURE SHEET

Date 18-Mar-25

Reason ANNUAL LEAVE

Wages for Feb & March 2025

Joined Date: 25-Nov-2021

Departure Date: 20-Mar-2025

Leave End Date: 25-Apr-2025

PALANIYAPILLAI PONNUSAMY		PP#: P6294858	
Reg No 3302		Desigantion: SCAFFOLDER	
Nationality: INDIAN			
DESCRIPTION		DR	CR
Wages for	Basic Salary	3,855.00	
01.02.2025 - 28.02.2025	28		3,855.00
01.03.2025 - 31.03.2025	19		2,362.74
Allowance	No. of Days		
Service Allowance - Feb	28	771.00	771.00
Service Allowance - Mar	19	771.00	472.55
Professional Allowance - Feb	28	771.00	771.00
Professional Allowance - Mar	19	771.00	472.55
Island Allowance - Feb			-
Island Allowance - Mar			-
Safety/Store Allowance - Feb	28	1,000.00	1,000.00
Safety/Store Allowance - Mar	19	1,000.00	612.90
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		120.00	120.00
Over Time - Mar			-
Petrol			-
Deductions			
Absent/No Pay Oct			-
Salary Advance			-
Medical - Feb			-
Medical - Mar			-
Phone Allowance			-
Food & Tea Allowance - Mar	11	2,000.00	709.68
Insurance			-
WP Medical Fee			-
PPE's cost			-
Work Permit Fee			-
Phone			-
		709.68	10,437.74

MVR

9,728.00

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.

PALANIYAPILLAI PONNUSAMY
3302

Signature

PREPARED BY:
HR OFFICERCHECKED BY:
HR MANAGER
18/3/2025CHECKED BY:
CFO/ACCOUNTANT
18/03/2025APPROVED BY:
CHAIRMAN/MD/DIRECTOR