

DEPARTURE SHEET

Date 24-Mar-25

Wages for March 2025

Reason ANNUAL LEAVE

Joined Date: 14-Mar-2024

Leave Start Date: 02-Apr-2025

Leave End Date: 07-May-2025

MATHAN KUMAR GUNARAJ		PP#: W0822732	
Reg No 4719		Designation: SITE ENGINEER	
DESCRIPTION		Nationality: INDIAN	
		DR	CR
Wages for	Basic Salary	3,855.00	
01.03.2025 - 31.03.2025	31		3,855.00
01.04.2025 - 30.04.2025	1		128.50
Leave Salary	30		3,855.00
Allowance	No. of Days		
Service Allowance - Mar	31	3,855.00	3,855.00
Service Allowance - Apr	1	3,855.00	128.50
Service Allowance - Leave Salary	30	3,855.00	3,855.00
Professional Allowance - Mar	31	1,542.00	1,542.00
Professional Allowance - Apr	1	1,542.00	51.40
Professional Allowance - Leave Salary	30	1,542.00	1,542.00
Island Allowance - Feb			-
Island Allowance - Mar			-
Safety/Store Allowance - Mar			-
Safety/Store Allowance - Leave Salary			-
Long Term Allowance - Feb			-
Long Term Allowance - Mar			-
Phone Allowance - Mar			-
Phone Allowance - Apr			-
Attendance Allowance - Mar			-
Attendance Allowance - Leave Salary			-
OT Areas			-
Over Time - Feb			-
Over Time - Mar			-
Petrol			-
Deductions			
Absent/No Pay Oct			
Salary Advance			
Medical - Feb			
Medical - Mar			
Phone Allowance			
Food & Tea Allowance - Apr	28	2,000.00	1,866.67
Insurance			
WP Medical Fee			
PPE's cost			
Work Permit Fee			
Phone			
		1,866.67	18,812.40

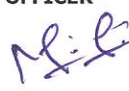

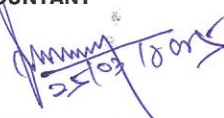

MVR

16,946.00

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.

MATHAN KUMAR GUNARAJ
4719

Signature

PREPARED BY: HR OFFICER 	CHECKED BY: HR MANAGER  24/3/2025	CHECKED BY: CFO/ACCOUNTANT  25/03/2025	APPROVED BY: CHAIRMAN/MD/DIRECTOR 
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