



Employee Information

Employee No:	1275	Employee Name:	SAMARAWEEERA PERERA WEWALAGE	Passport / NIC No:	NI1322435
Designation:	OFFICE ASSISTANT	Department:	Management	Nationality:	SRI LANKAN
Date Of Join:	16-Mar-2003	Passport/NIC Exp. Date:	07-May-2024	Visa Expiry Date:	09-Dec-2026

Leave Details

Leave Type	Annual Leave	Start Date	28-Jun-2025	End Date	02-Aug-2025
Total Days	30	Leave Balance	36 Days	Destination	MALE - COLOMBO

Previous Leave Records

09/04/2024 - 30/05/2024

Contact Details While on Leave

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


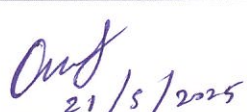
Project:

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

Prepared and checked by

Name	Signature
Abdulla Miwan Rafeeq	

Approvals & Signatures

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