

## DEPARTURE SHEET

Date 14-Apr-25

Reason Annual Leave

Wages for March &amp; April 2025

Joined Date: 19-Oct-2015

Leave Start Date: 15-Apr-2025

Leave End Date: 20-May-2025

JAYAN YESUDHAS		PP#: S7715214	
Reg No 2244		Designation: STORE KEEPER	
		Nationality: INDIAN	
DESCRIPTION		DR	CR
<b>Wages for</b>	Basic Salary	5,397.00	
01.03.2025 - 31.03.2025	31		5,397.00
01.04.2025 - 30.04.2025	14		2,518.60
<b>Allowance</b>	No. of Days		
Service Allowance - Mar	31	2,313.00	2,313.00
Service Allowance - Apr	14	2,313.00	1,079.40
Professional Allowance - Mar	31	1,542.00	1,542.00
Professional Allowance - Apr	14	1,542.00	719.60
Delivery Allowance - Mar	31	350.00	350.00
Delivery Allowance - Apr	14	350.00	163.33
Safety Store Allowance - Mar	31	500.00	500.00
Safety Store Allowance - Apr	14	500.00	233.33
Long Term Allowance - Feb			-
Long Term Allowance - Mar			-
Phone Allowance - Mar			-
Phone Allowance - Apr			-
Attendance Allowance - Mar			-
Attendance Allowance - Apr			-
OT Areas			-
Over Time - Mar			-
<b>Deductions</b>			
Absent/No Pay Oct			
Salary Advance			
Medical - Feb			
Medical - Mar			
Food & Tea Allowance - Apr	15	2,000.00	1,000.00
Phone Allowance			
Petrol Allowance			
WP Medical Fee			
PPE's cost			
Work Permit Fee			
Phone			

1,000.00 14,816.27

MVR 13,816.00

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.

JAYAN YESUDHAS  
2244

Signature

PREPARED BY: HR OFFICER	CHECKED BY: HR MANAGER	CHECKED BY: CFO/ACCOUNTANT	APPROVED BY: CHAIRMAN/MD/DIRECTOR
			