

## DEPARTURE SHEET

Date 20-May-25

Reason

ANNUAL LEAVE

Wages for April &amp; May 2025

Joined Date: 14-Jan-2017

Leave Start Date: 21-May-2025

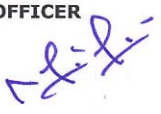

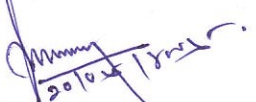
Leave End Date: 04-Sep-2025

MOHAMMAD SHAPAN MIAH		PP#: EH0643705	
Reg No 2963		Designation: SHUTTERING CARPENTER	
DESCRIPTION		Nationality: BANGLADESHI	
		DR	CR
<b>Wages for</b>	Basic Salary	3,469.50	
01.04.2025 - 30.04.2025	30		3,469.50
01.05.2025 - 31.05.2025	19		2,126.47
<b>Allowance</b>	No. of Days		
Service Allowance - Apr	30	2,158.50	2,158.50
Service Allowance - May	19	2,158.50	1,322.95
Professional Allowance - Apr	30	385.50	385.50
Professional Allowance - May	19	385.50	236.27
Pump Brick Batching Allowance - Apr			-
Pump Brick Batching Allowance - May			-
Other Fixed Allowance - Apr			-
Other Fixed Allowance - May			-
Long Term Allowance - Apr			-
Long Term Allowance - May			-
Phone Allowance - Mar			-
Phone Allowance - Apr			-
Attendance Allowance - Apr	30	386.00	386.00
Attendance Allowance - May	19	386.00	236.58
Salary Areas			-
OT Tea Money		105.00	105.00
Over Time - Apr		153.00	153.00
Over Time - May		115.20	115.20
<b>Deductions</b>			
Water Deduction			-
Salary Advance			-
Medical - April			-
Medical - May			-
Food & Tea Allowance - May	10	2,000.00	122.35
Phone Allowance			645.16
Petrol Allowance			-
WP Medical Fee			-
PPE's cost			-
Work Permit Fee			-
Phone			-
		<b>767.51</b>	<b>10,694.97</b>
	<b>MVR</b>	<b>9,927.00</b>	

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.

MOHAMMAD SHAPAN MIAH  
2963

Signature

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