

**SGS Oman LLC****TRAVEL AUTHORIZATION****For Employee Use**

Name:	Sankar ganesh		Designation:	Control Room Operator	
Job No :	104031	Application Date :	10-Jun-25	OQ ID	703684
Leave Days Requested	From :	16-Jul-25	To :	25-Aug-25	Destination: Madurai
Ticket Class:	<input checked="" type="checkbox"/> Economy	Air Ticket Paid by:	<input checked="" type="checkbox"/> Company <input type="checkbox"/> Employee <input type="checkbox"/> Not Required	Hotel Reservation Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Purpose of Travel	<input type="checkbox"/> Business <input checked="" type="checkbox"/> R&R	<input type="checkbox"/> AL	<input type="checkbox"/> SPL	<input type="checkbox"/> CL	<input type="checkbox"/> ML <input type="checkbox"/> SL <input type="checkbox"/> UL <input type="checkbox"/> Mob <input type="checkbox"/> Demob
Contact Details (Country code +City code +Tel)			00968-92914753 / 0091-9543489157		
Alternate Emergency Contact (Name & Number):			Murugeswari / 0091-9361493596 / 0091-9543489039		
Remarks :					Employee's Signature:
Period Worked Since Last Leave	From :	3-Jun-25	To :	15-Jul-25	Days : 43 Site
Leave	From :	16-Jul-25	To :	25-Aug-25	Days : 41 Leave
R&R balance after aviling this rotation			Remarks		

\* Kindly arrange VISA for travelling through UAE.

**Route and Flight Schedule**

Event	From	To	Date	Flight	Dep	Arrival
Proceeding R&R	Dubai (DXB)	Chennai (MAA)	15-Jul-25	Emirates EK-542	21:00 hrs	02:30 hrs
	Chennai (MAA)	Madurai (IXM)	16-Jul-25	Indigo 6E-7183	06:10 hrs	07:35 hrs
Returning from R&R	Madurai (IXM)	Chennai (MAA)	25-Aug-25	Indigo 6E-7684	16:15 hrs	17:40 hrs
	Chennai (MAA)	Dubai (DXB)	25-Aug-25	Emirates EK-547	22:00 hrs	00:45 hrs

**Approvals**

Signed ( Employee ) :-		Date:-	10 June 2025
Name:-	Sankar ganesh		
Supervisor Approval :-		Date:-	10 June 2025
Name:-	Hamed Al Hattali		
Approved (OQ):-		Date:-	10 June 2025
Name:-	Salim Al Habsi		