



Badge No.	:	n.CL-158
Employee Name	:	Prakash Kiran Lobo
Position	:	Document Controller
Department	:	Fabrication Division, OFMPPD

Weekly Working Hours	40 Hrs
Hiring Company	SAABU
Cost Center	
Working Location	ABU DHABI



OCTOBER 2025

(Month/Year)

[illegible]

Employee's Signature

Approved By Department Manager / Project Manager

Verified By HR Manager

Prakash Kiran Lobo
Name & Signature

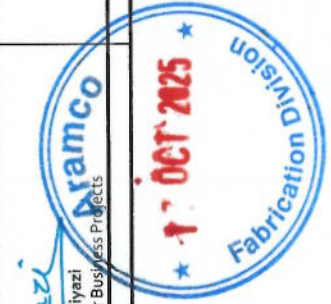
Badr M AlFozan
Saudi Aramco Supervisor Project Engineer

Yousef A Niyazi
Saudi Aramco Supervisor Business Development

David Galizia
Saipem HR Manager
Name & Signature

Name & Signature

Name & Signature





LEAVE & AIR TICKET REQUEST FORM

Name	PRAKASH KIRAN LOBO	Ticket:	<input checked="" type="checkbox"/> Company Arrangement <input type="checkbox"/> Own Arrangement	
Position	DOCUMENT CONTROLLER	Accounts Settlement <input type="checkbox"/> Required <input type="checkbox"/> Not Required		
ID No.	4000926	Date of Travel	From	To
Project	LTA 132, LTA 139 & COMMON	12-SEP-2025	ABU DHABI	MANGALORE
		12-OCT-2025	MANGALORE	ABU DHABI
Type of Leave:	<input checked="" type="checkbox"/> Annual <input type="checkbox"/> Emergency <input type="checkbox"/> Personal <input type="checkbox"/> Compassionate	I shall resume duty on : 13-OCTOBER-2025		
Address & Contact No. While on Leave:		Signature :		
PERIYAR HOUSE, ALLIPADE POST, BANTWAL TALUK		Date : 13-SEPTEMBER-2025 		
DAKSHINA KANNADA, MANGALORE				
PIN - 574211				

FOR HR & ADMINISTRATION DEPARTMENT USE ONLY

ENTITLEMENT				ENTITLEMENT RECORD FOR THE CURRENT PERIOD		
Date of Joining				Leave Due	Leave Taken for Current Period	Balance
No. of leave days / year						
Destination						
No. of ticket / year						
LAST LEAVE AVAILED				Tickets Due for this period	Tickets used for this Period	Balance Tickets
From	To	No. of Days	Reason			
Remarks:				Signature:		
				Date:		

ENDORSEMENT AT JOB LOCATION

DIRECT SUPERVISOR		SUPERVISOR BUSINESS PROJECTS	DEPARTMENT HEAD
NAME	Badr M AlFozan	Yousef A Niyazi	
SIGNATURE			
DATE	Aug 14, 2025		

Authority Delegated to:	Required back on the same location: <input type="checkbox"/> Yes <input type="checkbox"/> No	
MANAGEMENT APPROVAL	Signature:	
DocuSigned by: 		
	Date:	