

MEMO

Date: 24th December 2011

To

Egn. Rada Abdul Hamid

Area Manager

Project:

P - 114

Subject:

Career Up-Grade

Dear Sir,

With reference to the above mentioned subject and further to our discussion with Mr Manohar Chouhan Card No. 1141 visa Carpenter regarding his resignation letter we recommended to up-grade his career from carpenter to charge in hand and increase his salary to (2,000 Dhs) while the same is based on your kind approval.

This is for your information and further urgent action.

Thanks & Regards

For P-114

Eng. Amro 24/12/2011 Project Manager

No objection subject to

G.M approval

C. Engl Usamma.



Date: 6-04-2010

To

The General Manager Al Habbai Contracting L.L.C. Dubai.

Sub: LABOUR SALARY

Sir,

I here by confirm that I have received full month salary up to 15th April-2010, from subcontractor Ompal and there is no balance due pending.

Thanking you Yours truly

Manohar Chouhan C.no. 1141

HUES - SUEIM

Ompal Sub-contractor.

Dubai 19-02-2001

To

The Manager Al Habbai Contracting & Gen. Maint. Dubai, UAE

Sub: Request for leave salary and ticket fair

Sir,

I would like to inform you that I have been working in your kind attention that I have been working in your esteemed establishment for the last $2\frac{1}{2}$ years as a Carpenter.

It is submitted that 4 months before I went to my native place and 19-12-2000 I came back. When I told the leave salary and ticket fair, your good self promised to give the same on 19-02-2001.

Hence I request that your good self may be pleased to grant my leave salary and ticket fair as early as possible, if so I shall be highly grateful to you.

With thanks and regards,

MANOHAR CHOUHAN NO. 141

3

Dubai 18/06/2002

To

The Manager Al Habbai Contracting & Gen. Maint Dubai, U.A.E.

Sub: Leave Salary

Sir,

I would like to inform you that I have been working in your esteemed establishment for the last 4 years as a Carpenter. During the period of employment I discharge my duties with utmost sincerity and responsibility.

I am go to my native place on my annual leave in the 19-10-2000 to 19-12-2000. But not give this period my leave salary and other facilities.

So I request that your good self to grant leave from this two months, if so I shall be highly grateful to you.

Thanking you in anticipation

Best regards,

Thanking you,

MANOHAR CHOUHAN RAMAI

Card No: 141

رایت بردادی

phs. 500/-