

۵۴

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دَیْسَمُو سِرْدَسِر یَمُی سِرْمِج

دَیْمَسُو سَرَسُو

دَرْمَسَو شَرْعِي وَ قَرْمَسُو

دَرْ سَوَ مَرْ دَرْ مَرْ دَرْ مَرْ



—



دۈرۈنۈش ۋە تۈزۈش

دَرَسُو ۛو دَرَسُو ۛو دَرَسُو ۛو دَرَسُو ۛو

دَیْمَرْدُ مَرِیْدُ (دَیْمَسُو ۶۰۰ دَیْمَرْدُ مَرِیْدُ)

مَعْمُودِ مَرْمُودِ

وَبَرِّدْ دَرِ رِجْدِ دَرِ رِجْدِ

دَاسُو رَسُو رَسُو رَسُو

دُورِ دُخترِ مَشْهُرُو (تَرْفُو) نَرُو اِهْدُو سَاسُو رَسْمِي رَقْعُو سَا

سَرِیَہ نمبر: (A156551)، سَرِیَہ نمبر، و. سَرِیَہ نمبر

وَأَمَّا سَعْدُ بْنُ مَرْثَدٍ فَمِنْ أَهْلِ كُوفَةٍ

وَمِنْهُمْ مَّنْ يَّهْدِي اللَّهُ سَبِيلَهُ وَمِنْهُمْ مَّنْ يَّضَلُّ اللَّهُ سَبِيلَهُ ۚ إِنَّ اللَّهَ ذُو الْقُدْرَةِ الْعَظِيمَةِ

سرپرست: (A061481، د.ر. قزوینی، د.ر. قزوینی)

دَہِ سَوُو دَہِ سَوُو دَہِ سَوُو

1433 06 مَرَجَعُ

2012 ۱۵ ۲۷

وَلَا يَسْأَلُ عَنْهُمْ شَيْئًا

06 دسمبر 2013

د. سید محمد رفیع

09 (سُرُورِ)

دڙسکو سر دڙنر دڙوڙ سر دڙنر

19 جَعَدَ تَرْوَعَةً لِّنَفْسِهِ 1434

2013 ۲۹ شهریور ۱۳۹۲

وَدَمَسُوْهُ مَرْوَمَرِيْهِيْ مَرْوَمَرِيْهِيْ مَرْوَمَرِيْهِيْ



دَیْمُوعُورِیْ قُورِیْ

[illegible][illegible]

دَیْرُہَرُو شَرِیْحُو دُو مُرَدُو

وَأَمَّا سَعْدُ بْنُ مَرْثَدٍ وَابْنُ مَرْثَدٍ فَكَانَ

[illegible]

1.3 داسو ژبني وختونځ د ښاروالۍ په څارنيزو دندو کې د ښوونکي په توګه دنده ترسره کوي. داسو ژبني وختونځ د ښاروالۍ د څارنيزو دندو د لاندې لړۍ په ډول دنده ترسره کوي:



[illegible][illegible][illegible][illegible]

1.9 داسو سد منصوبہ 2012 و س داسو ڈیم منصوبہ 28 و س قزوین ڈیم منصوبہ (ع.س.ہ.ق.و.س) س
 مہاراجہ و س قزوین ڈیم منصوبہ 2012 و س داسو ڈیم منصوبہ 03 و س قزوین ڈیم



دېسره سوچه ژوندونه ژوندونه ژوندونه ژوندونه ژوندونه





ក្រសួងពាណិជ្ជកម្ម ក្រសួងកសិកម្ម រុក្ខាប្រមាញ់ និងនេសាទ
'ក្រសួងសាងសង់' ក្រសួងសេដ្ឋកិច្ច និងហិរញ្ញវត្ថុ
03 (ម៉ោង) ក្រសួងសុខាភិបាល ក្រសួងយុត្តិធម៌
ក្រសួងអប់រំ យុវជន និងកីឡា ក្រសួងវប្បធម៌ វិចិត្រសិល្បៈ និងកីឡា
01 (ម៉ោង) ក្រសួងសាងសង់ 04 (ម៉ោង) ក្រសួងសុខាភិបាល ក្រសួងយុត្តិធម៌
ក្រសួងអប់រំ យុវជន និងកីឡា ក្រសួងវប្បធម៌ វិចិត្រសិល្បៈ និងកីឡា

ក្រសួងពាណិជ្ជកម្ម

ក្រសួងពាណិជ្ជកម្ម ក្រសួងកសិកម្ម រុក្ខាប្រមាញ់ និងនេសាទ
ក្រសួងសាងសង់ ក្រសួងសេដ្ឋកិច្ច និងហិរញ្ញវត្ថុ
ក្រសួងសុខាភិបាល ក្រសួងយុត្តិធម៌
ក្រសួងអប់រំ យុវជន និងកីឡា ក្រសួងវប្បធម៌ វិចិត្រសិល្បៈ និងកីឡា

ក្រសួងកសិកម្ម រុក្ខាប្រមាញ់ និងនេសាទ

ក្រសួងកសិកម្ម រុក្ខាប្រមាញ់ និងនេសាទ ក្រសួងពាណិជ្ជកម្ម
ក្រសួងសាងសង់ ក្រសួងសេដ្ឋកិច្ច និងហិរញ្ញវត្ថុ
ក្រសួងសុខាភិបាល ក្រសួងយុត្តិធម៌
ក្រសួងអប់រំ យុវជន និងកីឡា ក្រសួងវប្បធម៌ វិចិត្រសិល្បៈ និងកីឡា



وَأَمَّا سَبْعٌ مِّمَّا فُتِحُوا فَهُمْ هَاهُنَا يُقَرَّبُونَ

[illegible]

دَرسِ سَوَاحِیْ مَعْرِیْ مَرِیْ

د. سید سعید احمد
د. سید سعید احمد

دستور دین

دیر سوختن در چرخ زدن و در کمال

2013 06 06





အခြေခံ

အခြေခံအားဖြင့် အကျဉ်းချုပ်

3.1 အခြေခံအားဖြင့် အကျဉ်းချုပ် အကျဉ်းချုပ် အကျဉ်းချုပ် အကျဉ်းချုပ် (A061481)၊ အကျဉ်းချုပ်၊

အကျဉ်းချုပ် 19 အကျဉ်းချုပ် 2012 အကျဉ်းချုပ် အကျဉ်းချုပ်

3.2 အခြေခံအားဖြင့် အကျဉ်းချုပ် အကျဉ်းချုပ် အကျဉ်းချုပ် အကျဉ်းချုပ် (A061481)၊ အကျဉ်းချုပ်၊

အကျဉ်းချုပ် 17 အကျဉ်းချုပ် 2012 အကျဉ်းချုပ် အကျဉ်းချုပ်

3.3 အခြေခံအားဖြင့် အကျဉ်းချုပ် အကျဉ်းချုပ် အကျဉ်းချုပ် အကျဉ်းချုပ် (A061481)၊ အကျဉ်းချုပ်၊

အကျဉ်းချုပ် 01 အကျဉ်းချုပ် 2012 အကျဉ်းချုပ် အကျဉ်းချုပ်

3.4 အခြေခံအားဖြင့် အကျဉ်းချုပ် အကျဉ်းချုပ် အကျဉ်းချုပ် အကျဉ်းချုပ် (A061481)၊ အကျဉ်းချုပ်၊

အကျဉ်းချုပ် 13 အကျဉ်းချုပ် 2012 အကျဉ်းချုပ် အကျဉ်းချုပ်

3.5 အခြေခံအားဖြင့် အကျဉ်းချုပ် အကျဉ်းချုပ် အကျဉ်းချုပ် အကျဉ်းချုပ် (A074171)၊ အကျဉ်းချုပ်၊

အကျဉ်းချုပ် 13 အကျဉ်းချုပ် 2012 အကျဉ်းချုပ် အကျဉ်းချုပ်

3.6 အခြေခံအားဖြင့် အကျဉ်းချုပ် အကျဉ်းချုပ် အကျဉ်းချုပ် အကျဉ်းချုပ် (A061481)၊ အကျဉ်းချုပ်၊

အကျဉ်းချုပ် 17 အကျဉ်းချုပ် 2013 အကျဉ်းချုပ် အကျဉ်းချုပ်

3.7 အခြေခံအားဖြင့် အကျဉ်းချုပ် အကျဉ်းချုပ် အကျဉ်းချုပ် အကျဉ်းချုပ် (A061481)၊ အကျဉ်းချုပ်၊

အကျဉ်းချုပ် 28 အကျဉ်းချုပ် 2013 အကျဉ်းချုပ် အကျဉ်းချုပ်



۱-۱-۱

وَأَمَّا الْفُلُ فَأَنزَلْنَاهُ ذِكْرًا لِّعِبَادِنَا إِنَّهُ لَكَبُورُ الْقُرْآنِ

- 1.1 ج دہمسورہ فیذیئر دہمسورہ زبزی ویمزیم (ڈبرہڈئر شہیرو (A156551)، یاسریم، یاسرہوئم) 19
جیم 2012 وسر قروڑ میرہ ھئم؛
- 1.2 ج دہمسورہ فیذیئر دہمسورہ زبزی ویمزیم (ڈبرہڈئر شہیرو (A156551)، یاسریم، یاسرہوئم) 17
جیم 2012 وسر قروڑ میرہ ھئم؛
- 1.3 ج دہمسورہ فیذیئر دہمسورہ زبزی ویمزیم (ڈبرہڈئر شہیرو (A156551)، یاسریم، یاسرہوئم) 01
جیم 2012 وسر قروڑ میرہ ھئم؛
- 1.4 ج دہمسورہ فیذیئر دہمسورہ زبزی ویمزیم (ڈبرہڈئر شہیرو (A156551)، یاسریم، یاسرہوئم) 13
جیم 2012 وسر قروڑ میرہ ھئم؛
- 1.5 ج دہمسورہ فیذیئر دہمسورہ زبزی ویمزیم زبزی ویمزیم (ڈبرہڈئر شہیرو (A121558)، یاسریم، یاسرہوئم) 13
جیم 2012 وسر قروڑ میرہ ھئم؛
- 1.6 ج دہمسورہ فیذیئر دہمسورہ زبزی ویمزیم (ڈبرہڈئر شہیرو (A156551)، یاسریم، یاسرہوئم) 17
جیم 2013 وسر قروڑ میرہ ھئم؛
- 1.7 ج دہمسورہ فیذیئر دہمسورہ زبزی ویمزیم (ڈبرہڈئر شہیرو (A156551)، یاسریم، یاسرہوئم) 28
جیم 2013 وسر قروڑ میرہ ھئم؛



98/VTR/2012	دیسپر سر سرپرست:
دیسپر سر سرپرست	دیسپر سر سرپرست:
A156551	دیسپر سر سرپرست:
دیسپر سر سرپرست	دیسپر سر سرپرست:
-	دیسپر سر سرپرست:
05	دیسپر سر سرپرست:
17 دسمبر 2012	دیسپر سر سرپرست:
13:00	دیسپر سر سرپرست:

وَأَسْمَاءُ زَيْنَبُ وَتَمِيمٌ مَوْلَى سَوْدَةَ زَيْنَبُ

[illegible][illegible][illegible]

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دَورَسَو سَرِئَرَه نَمِر: 98/VTR/2012

[اُنڙو سڏي ڏسڻ ۾ اچي، پوءِ اُن کي ڏيکاري ٿو ته اهو ڪيئن ٿيڻ لڳو آهي؟ ڇو ته اهو ڪو به ڪم ڪري نٿو سگهي]

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

[illegible][illegible]

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ
 قَدْ قَرَأْتُ فِيكِ مَدْرَسَةَ الْقُرْآنِ
 وَفِيهَا مَدْرَسَةُ الْقُرْآنِ

98/VTR/2012	دەستە سەرگەزە:
دەستە سەرگەزە:	دەستە سەرگەزە:
A156551	دەستە سەرگەزە:
دەستە سەرگەزە:	دەستە سەرگەزە:
-	دەستە سەرگەزە:
06	دەستە سەرگەزە:
01	دەستە سەرگەزە:
13:00	دەستە سەرگەزە:

وَأَمَّا نَسْوَا فَمِنْ تَحْتِهَا نَاقُوسٌ مُنَادٍ

[illegible]

٥٥٤ ٥٤٥٤ ٥٥٥٥

[اُنہوں نے کہا کہ یہ جو کہتا ہے کہ ہم نے اللہ سے سوال کیا ہے؟]

مفت

[Handwritten signature]

[Handwritten signature]

جاری 13 دسمبر 2012 کو فروری 2013ء تک جاری رکھنے کے لئے منظور کیا گیا ہے۔
(ڈیپارٹمنٹل سیکریٹری، برائے، ایئرپورٹ اور ٹرانسپورٹ سروسز، ایئر لائنز (A156551) کے لئے منظور کیا گیا ہے۔)

A handwritten signature in black ink, appearing to be "S. J. P.", written over a horizontal line. The signature is stylized with loops and a long tail stroke.

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فَوَيْلٌ لِلْمُصَلِّينَ إِذَا سَأَلَ عَنْ شَيْءٍ مِنْهُمْ قَالُوا نَعْلَمُ
أَمَّا مَا يُلْقِي الشَّيْطَانُ

دَہِ سَوَسِرَہُ

[illegible][illegible]

تَرْجُمَةُ : مَاجِزٌ ، عَسِرٌ وَفَرٌ

در مجموع ۱۰۰ نفر: ۱۰۰ نفر

مَدَنِيَّةٌ مَرْمُومَةٌ

مکمل ہو:

35

[illegible]

[سَرْدَر اَميرِ مَلِك سَرسَر و سَرسَر]

A121558 *Arabis dracunculoides* (L.) Gray. *Arabis* Gray.[illegible]

154

دَورَسَوَر مَرَمَرَة جُمْلَة: 98/VTR/2012

[دۇمبۇرۇ دۇمبۇرۇ: دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ؟]

دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ.

[دۇمبۇرۇ دۇمبۇرۇ: دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ؟]

دۇمبۇرۇ دۇمبۇرۇ.

[دۇمبۇرۇ دۇمبۇرۇ: دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ؟]

دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ.

[دۇمبۇرۇ دۇمبۇرۇ: دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ؟]

دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ.

[دۇمبۇرۇ دۇمبۇرۇ: دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ؟]

دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ.

دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ.

[دۇمبۇرۇ دۇمبۇرۇ: دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ؟]

دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ.

دۇمبۇرۇ دۇمبۇرۇ 2012 دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ.

دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ.

دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ دۇمبۇرۇ.

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

وَجِيءَ قَوْمًا بِمِصْرَافٍ

وَقَدْ

98/VTR/2012 دَرِسَمَو سَرَسَرَم:

دَیْسَمَو زَیْرَو وَیْمَرَمَو: دَیْرَو دَیْرَو مَیْمَرَمَو

A156551 اِسْمَاعِيلُ بْنُ اِبْنِ سُلَيْمَانَ

قریب از آن است: ع. سرور قریب، راسخ

در برادران و در برادران

08 ۱۴۰۲/۰۲/۰۸

17 جے مئی 2013

13:00 : ١٣:٠٠

وَأَمَّا الْفُلُ فَأَنزَلْنَاهُ ذِي الْقُرْبَىٰ ۖ وَأَنزَلْنَاهُ فِي مَجْمَرٍ مُّسَمًّى ۖ

[illegible]

[دۇنيادىكى ئۇيغۇرلارنىڭ ۋەتەن بىلەن بولغان مۇناسىۋىتى ۋە دۇنيادىكى ئۇيغۇرلارنىڭ
مەدەنىيەتلىرىنىڭ ئۆز-ئارا تەسىرى ۋە ئۇيغۇرلارنىڭ مەدەنىيەتلىرىنىڭ ئۆز-ئارا تەسىرى ۋە
دۇنيادىكى ئۇيغۇرلارنىڭ ۋەتەن بىلەن بولغان مۇناسىۋىتى ۋە دۇنيادىكى ئۇيغۇرلارنىڭ
مەدەنىيەتلىرىنىڭ ئۆز-ئارا تەسىرى ۋە ئۇيغۇرلارنىڭ مەدەنىيەتلىرىنىڭ ئۆز-ئارا تەسىرى]

دې 17 ئاينىڭ 2013 يىلى قىزىقارلىق ۋاقىتلىرىدا ئۇيغۇرلار دۇنيادىكى ئۇيغۇرلارنىڭ
(دۇنيادىكى ئۇيغۇرلارنىڭ مەدەنىيەتلىرىنىڭ ئۆز-ئارا تەسىرى ۋە ئۇيغۇرلارنىڭ مەدەنىيەتلىرىنىڭ ئۆز-ئارا تەسىرى) (A156551) ئىسمىدا تەتقىقات قىلىندى.



[رستم و زشتم؟]

[Handwritten signature]

نۇسخىسى-2

دەرسلىك نۇسخىسى ۋە تەتبىقلىنىدىغان نۇسخىسى

2.1 دۇنيادىكى ئەڭ كۆپ نۇسخىسى 27 نۇسخىسى 2012 يىلى ۱۰ ئاينىڭ ۱۵ كۈنى تەتبىقلىنىدىغان نۇسخىسى

تەتبىقلىنىدىغان

2.2 دۇنيادىكى ئەڭ كۆپ نۇسخىسى ۲۰۱۲ يىلى ۱۰ ئاينىڭ ۱۵ كۈنى تەتبىقلىنىدىغان

2.3 دۇنيادىكى ئەڭ كۆپ نۇسخىسى ۲۰۱۲ يىلى ۱۰ ئاينىڭ ۱۵ كۈنى تەتبىقلىنىدىغان

2.4 دۇنيادىكى ئەڭ كۆپ نۇسخىسى ۲۰۱۲ يىلى ۱۰ ئاينىڭ ۱۵ كۈنى تەتبىقلىنىدىغان

2.5 دۇنيادىكى ئەڭ كۆپ نۇسخىسى ۲۰۱۲ يىلى ۱۰ ئاينىڭ ۱۵ كۈنى تەتبىقلىنىدىغان

2.6 دۇنيادىكى ئەڭ كۆپ نۇسخىسى ۲۰۱۲ يىلى ۱۰ ئاينىڭ ۱۵ كۈنى تەتبىقلىنىدىغان

2.7 دۇنيادىكى ئەڭ كۆپ نۇسخىسى ۲۰۱۲ يىلى ۱۰ ئاينىڭ ۱۵ كۈنى تەتبىقلىنىدىغان

2.8 دۇنيادىكى ئەڭ كۆپ نۇسخىسى ۲۰۱۲ يىلى ۱۰ ئاينىڭ ۱۵ كۈنى تەتبىقلىنىدىغان

2.9 دۇنيادىكى ئەڭ كۆپ نۇسخىسى ۲۰۱۲ يىلى ۱۰ ئاينىڭ ۱۵ كۈنى تەتبىقلىنىدىغان

2.10 دۇنيادىكى ئەڭ كۆپ نۇسخىسى ۲۰۱۲ يىلى ۱۰ ئاينىڭ ۱۵ كۈنى تەتبىقلىنىدىغان

2.11 دۇنيادىكى ئەڭ كۆپ نۇسخىسى ۲۰۱۲ يىلى ۱۰ ئاينىڭ ۱۵ كۈنى تەتبىقلىنىدىغان

2.12 دۇنيادىكى ئەڭ كۆپ نۇسخىسى ۲۰۱۲ يىلى ۱۰ ئاينىڭ ۱۵ كۈنى تەتبىقلىنىدىغان

2.13 دۇنيادىكى ئەڭ كۆپ نۇسخىسى ۲۰۱۲ يىلى ۱۰ ئاينىڭ ۱۵ كۈنى تەتبىقلىنىدىغان

2.14 دۇنيادىكى ئەڭ كۆپ نۇسخىسى ۲۰۱۲ يىلى ۱۰ ئاينىڭ ۱۵ كۈنى تەتبىقلىنىدىغان

2.15 دۇنيادىكى ئەڭ كۆپ نۇسخىسى ۲۰۱۳ يىلى ۱۰ ئاينىڭ ۱۵ كۈنى تەتبىقلىنىدىغان



2.16 سترنج تر و نمرنگ درختی بر سبک درختی سبزه کوهی و سبزه درخت 28 بهمن 1391 در دهر دهر

درختی درختی درختی درختی

2.17 درختی درختی 17 بهمن 1393 درختی درختی درختی درختی درختی



1234 / 2012

3.02 275

وَأَمَّا سَعْدُ بْنُ مَرْثَدٍ وَبَنُوهُ وَبَنُو بَنِي سَعْدٍ وَبَنُو بَنِي سَعْدٍ وَبَنُو بَنِي سَعْدٍ

دَیْدِ اَدَمُ دَیْدِ اَدَمُ

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ (بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ) بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

اِدْرِ اِخْرَ اِنْمَقِرْ اِخْرَ اِنْمَقِرْ اِخْرَ اِنْمَقِرْ اِخْرَ اِنْمَقِرْ

A220685

خبر مرقد حضرت

کتابخانه عمومی

[illegible]

تو ستر کرت سردستر (خستری خوردر)

7782158

۱-۵۰۰ ۵۰۰-۱

اَللّٰهُمَّ اِنِّىْ اَسْأَلُكَ بِرَحْمَتِكَ الَّتِىْ رَحِمْتَ بِهَا نُوْحًا وَاِسْحٰقَ وَاٰدَمَ وَاٰدَمَ وَاٰدَمَ وَاٰدَمَ

16/04/1981

تقریر و شرح

عبر ۱۳۰۰

۴۵ مرکز: ۳۰ حرم

[illegible]

حَدَّثَنَا مُحَمَّدُ بْنُ سُرَيْرٍ:

دوسری طرف

عزیز مراد علی:

۵۵۵ سرسبز: سرسبز

[illegible]

حَدَّثَنَا مُحَمَّدُ بْنُ سُرَاجٍ:

۱۲۳۴ ۵۶۷۸ ۹۰۱۲

فَرِيدُ الدِّينِ: قُرُوسٌ وَشَرٌّ وَخُرُ

10144 **سُرْمَ: سُرْمُوخُ** **سُرْمُ**

۱-۲-۳-۴-۵-۶-۷-۸-۹-۱۰-۱۱-۱۲

دَیْسَمُو مَیْدَقُو وَتَمَقُو وَیَمَرَد سَرَر (مَدِیْدُو وَتَمَقُو اَنْتَمَر مَعَد سَمُو اَدَمِ سَمُو سَرَر)

۱-۲-۳-۴-۵-۶-۷-۸-۹-۱۰-۱۱-۱۲

[illegible][illegible]

کتابخانه عمومی

200 000

[illegible]

6620033

6620044

پروگرام نۇسخىسى

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قېلىپ نۇسخىسى

قۇرۇلۇش مەھسۇلى: ۋە دىئامېتىرى	قۇرۇلۇش مەھسۇلى: ۋە دىئامېتىرى
مەھسۇل مەھسۇلى: ۋە دىئامېتىرى	مەھسۇل مەھسۇلى: ۋە دىئامېتىرى

چىقىرىش نۇسخىسى

قۇرۇلۇش مەھسۇلى: ۋە دىئامېتىرى	قۇرۇلۇش مەھسۇلى: ۋە دىئامېتىرى
مەھسۇل مەھسۇلى: ۋە دىئامېتىرى	مەھسۇل مەھسۇلى: ۋە دىئامېتىرى

مەھسۇل مەھسۇلى: ۋە دىئامېتىرى

مەھسۇل مەھسۇلى: ۋە دىئامېتىرى	مەھسۇل مەھسۇلى: ۋە دىئامېتىرى
مەھسۇل مەھسۇلى: ۋە دىئامېتىرى	مەھسۇل مەھسۇلى: ۋە دىئامېتىرى
مەھسۇل مەھسۇلى: ۋە دىئامېتىرى	مەھسۇل مەھسۇلى: ۋە دىئامېتىرى

مەھسۇل مەھسۇلى: ۋە دىئامېتىرى

قېلىپ نۇسخىسى

قۇرۇلۇش مەھسۇلى: ۋە دىئامېتىرى

قېلىپ نۇسخىسى

قۇرۇلۇش مەھسۇلى: ۋە دىئامېتىرى

مەھسۇل مەھسۇلى: ۋە دىئامېتىرى

مەھسۇل مەھسۇلى: ۋە دىئامېتىرى

USD 215.00	قۇرۇلۇش مەھسۇلى: ۋە دىئامېتىرى
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قېلىپ نۇسخىسى

قېلىپ نۇسخىسى

05 2012	11 2008
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اَمَّا نَحْنُ مُرْتَدِّوْنَ ۚ فَوَيْلٌ لِلْمُصَلِّينَ اِذَا سَأَلَ الْمُسْتَضِیُّ عَنْ شَيْءٍ قَالُوْا لَا عِلْمَ لَنَا بِشَيْءٍ وَهُمْ لَا يَتَذَكَّرُوْنَ
 اِنَّهُمْ كَانُوْا قَوْمًا يَلْمِزُوْنَ ۚ وَهُمْ لَا يُؤْمِنُوْنَ ۚ اِنَّهُمْ كَانُوْا قَوْمًا يَلْمِزُوْنَ ۚ وَهُمْ لَا يُؤْمِنُوْنَ ۚ

[illegible][illegible][illegible]

1. The first group of variables is the *demographic* group, which includes age, sex, and marital status. The second group is the *education* group, which includes years of schooling and highest level of education. The third group is the *employment* group, which includes occupation, industry, and tenure. The fourth group is the *income* group, which includes household income and per capita income. The fifth group is the *housing* group, which includes housing tenure, housing type, and housing quality. The sixth group is the *mobility* group, which includes car ownership and public transport usage. The seventh group is the *social capital* group, which includes social network, trust, and civic participation. The eighth group is the *well-being* group, which includes life satisfaction, health, and mental health. The ninth group is the *environment* group, which includes air quality, noise, and green space. The tenth group is the *services* group, which includes access to healthcare, education, and social services. The eleventh group is the *participation* group, which includes participation in community activities and decision-making. The twelfth group is the *resilience* group, which includes coping strategies and resilience. The thirteenth group is the *quality of life* group, which includes overall quality of life and life expectancy. The fourteenth group is the *social inequality* group, which includes income inequality and social inequality. The fifteenth group is the *urbanization* group, which includes urbanization rate and urban population. The sixteenth group is the *economic growth* group, which includes economic growth rate and GDP per capita. The seventeenth group is the *infrastructure* group, which includes infrastructure quality and infrastructure investment. The eighteenth group is the *governance* group, which includes governance quality and government effectiveness. The nineteenth group is the *innovation* group, which includes innovation rate and innovation output. The twentieth group is the *digitalization* group, which includes digitalization rate and digital infrastructure. The twenty-first group is the *climate change* group, which includes climate change impact and climate change adaptation. The twenty-second group is the *disaster risk* group, which includes disaster risk reduction and disaster preparedness. The twenty-third group is the *healthcare* group, which includes healthcare quality and healthcare access. The twenty-fourth group is the *education* group, which includes education quality and education access. The twenty-fifth group is the *social services* group, which includes social service quality and social service access. The twenty-sixth group is the *community development* group, which includes community development rate and community development output. The twenty-seventh group is the *social capital* group, which includes social capital rate and social capital output. The twenty-eighth group is the *well-being* group, which includes well-being rate and well-being output. The twenty-ninth group is the *environment* group, which includes environment rate and environment output. The thirtieth group is the *services* group, which includes services rate and services output. The thirty-first group is the *participation* group, which includes participation rate and participation output. The thirty-second group is the *resilience* group, which includes resilience rate and resilience output. The thirty-third group is the *quality of life* group, which includes quality of life rate and quality of life output. The thirty-fourth group is the *social inequality* group, which includes social inequality rate and social inequality output. The thirty-fifth group is the *urbanization* group, which includes urbanization rate and urbanization output. The thirty-sixth group is the *economic growth* group, which includes economic growth rate and economic growth output. The thirty-seventh group is the *infrastructure* group, which includes infrastructure rate and infrastructure output. The thirty-eighth group is the *governance* group, which includes governance rate and governance output. The thirty-ninth group is the *innovation* group, which includes innovation rate and innovation output. The fortieth group is the *digitalization* group, which includes digitalization rate and digitalization output. The forty-first group is the *climate change* group, which includes climate change rate and climate change output. The forty-second group is the *disaster risk* group, which includes disaster risk rate and disaster risk output. The forty-third group is the *healthcare* group, which includes healthcare rate and healthcare output. The forty-fourth group is the *education* group, which includes education rate and education output. The forty-fifth group is the *social services* group, which includes social services rate and social services output. The forty-sixth group is the *community development* group, which includes community development rate and community development output. The forty-seventh group is the *social capital* group, which includes social capital rate and social capital output. The forty-eighth group is the *well-being* group, which includes well-being rate and well-being output. The forty-ninth group is the *environment* group, which includes environment rate and environment output. The fiftieth group is the *services* group, which includes services rate and services output. The fifty-first group is the *participation* group, which includes participation rate and participation output. The fifty-second group is the *resilience* group, which includes resilience rate and resilience output. 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The sixty-first group is the *climate change* group, which includes climate change rate and climate change output. The sixty-second group is the *disaster risk* group, which includes disaster risk rate and disaster risk output. The sixty-third group is the *healthcare* group, which includes healthcare rate and healthcare output. The sixty-fourth group is the *education* group, which includes education rate and education output. The sixty-fifth group is the *social services* group, which includes social services rate and social services output. The sixty-sixth group is the *community development* group, which includes community development rate and community development output. The sixty-seventh group is the *social capital* group, which includes social capital rate and social capital output. The sixty-eighth group is the *well-being* group, which includes well-being rate and well-being output. The sixty-ninth group is the *environment* group, which includes environment rate and environment output. The seventieth group is the *services* group, which includes services rate and services output. The seventy-first group is the *participation* group, which includes participation rate and participation output. The seventy-second group is the *resilience* group, which includes resilience rate and resilience output. The seventy-third group is the *quality of life* group, which includes quality of life rate and quality of life output. The seventy-fourth group is the *social inequality* group, which includes social inequality rate and social inequality output. The seventy-fifth group is the *urbanization* group, which includes urbanization rate and urbanization output. The seventy-sixth group is the *economic growth* group, which includes economic growth rate and economic growth output. The seventy-seventh group is the *infrastructure* group, which includes infrastructure rate and infrastructure output. The seventy-eighth group is the *governance* group, which includes governance rate and governance output. The seventy-ninth group is the *innovation* group, which includes innovation rate and innovation output. The eightieth group is the *digitalization* group, which includes digitalization rate and digitalization output. The eighty-first group is the *climate change* group, which includes climate change rate and climate change output. The eighty-second group is the *disaster risk* group, which includes disaster risk rate and disaster risk output. The eighty-third group is the *healthcare* group, which includes healthcare rate and healthcare output. The eighty-fourth group is the *education* group, which includes education rate and education output. The eighty-fifth group is the *social services* group, which includes social services rate and social services output. The eighty-sixth group is the *community development* group, which includes community development rate and community development output. The eighty-seventh group is the *social capital* group, which includes social capital rate and social capital output. The eighty-eighth group is the *well-being* group, which includes well-being rate and well-being output. The eighty-ninth group is the *environment* group, which includes environment rate and environment output. The ninetieth group is the *services* group, which includes services rate and services output. The ninety-first group is the *participation* group, which includes participation rate and participation output. The ninety-second group is the *resilience* group, which includes resilience rate and resilience output. The ninety-third group is the *quality of life* group, which includes quality of life rate and quality of life output. The ninety-fourth group is the *social inequality* group, which includes social inequality rate and social inequality output. The ninety-fifth group is the *urbanization* group, which includes urbanization rate and urbanization output. The ninety-sixth group is the *economic growth* group, which includes economic growth rate and economic growth output. The ninety-seventh group is the *infrastructure* group, which includes infrastructure rate and infrastructure output. The ninety-eighth group is the *governance* group, which includes governance rate and governance output. The ninety-ninth group is the *innovation* group, which includes innovation rate and innovation output. The hundredth group is the *digitalization* group, which includes digitalization rate and digitalization output.

27/05/2012	قۇرۇلتاي ۋەزىيەتلىك ئىشلىرىنى ئۆز ئىچىگە ئالىدۇ:
98/VTR/2012	دەلىل سۈرۈش:
27/05/2012	تەتقىقاتچى ئۇقۇمىنى ئۆز ئىچىگە ئالىدۇ:
06/02/2013	سۈرۈش ئۆز ئىچىگە ئالىدۇ:

(1) دېگەن ۋەزىيەت ئۈچۈن تەتقىقاتچى ئۇقۇمىنى ئۆز ئىچىگە ئالىدۇ، دېگەن ۋەزىيەت ئۈچۈن تەتقىقاتچى ئۇقۇمىنى ئۆز ئىچىگە ئالىدۇ.

(2) دەلىل سۈرۈش ۋەزىيەتلىك ئىشلىرىنى ئۆز ئىچىگە ئالىدۇ، دېگەن ۋەزىيەت ئۈچۈن تەتقىقاتچى ئۇقۇمىنى ئۆز ئىچىگە ئالىدۇ.

(3) دېگەن ۋەزىيەت ئۈچۈن تەتقىقاتچى ئۇقۇمىنى ئۆز ئىچىگە ئالىدۇ، دېگەن ۋەزىيەت ئۈچۈن تەتقىقاتچى ئۇقۇمىنى ئۆز ئىچىگە ئالىدۇ.

(4) دېگەن ۋەزىيەت ئۈچۈن تەتقىقاتچى ئۇقۇمىنى ئۆز ئىچىگە ئالىدۇ، دېگەن ۋەزىيەت ئۈچۈن تەتقىقاتچى ئۇقۇمىنى ئۆز ئىچىگە ئالىدۇ.

(5) دېگەن ۋەزىيەت ئۈچۈن تەتقىقاتچى ئۇقۇمىنى ئۆز ئىچىگە ئالىدۇ، دېگەن ۋەزىيەت ئۈچۈن تەتقىقاتچى ئۇقۇمىنى ئۆز ئىچىگە ئالىدۇ.

ދިވެހިރާއްޖޭގެ ޖުމްހޫރިއްޔާ
REPUBLIC OF MALDIVES

ދިވެހިރާއްޖޭގެ ޖުމްހޫރިއްޔާ
NATIONAL IDENTITY CARD

Number: **A220685**

Name Mohamed Ap...anee	
Sex M	Date of Birth 10/04/1981
Address Blue Sea Lh. Naifaru	



Blood Group O+	Expires on 09/01/2016
Common Name Mohamed	



Signature / Finger Print

SN0442188

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REPUBLIC OF MALDIVES

* NATIONAL IDENTITY CARD

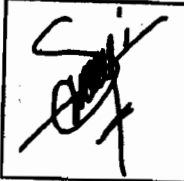
Number: **A156551**

Name Mohamed Sharif	
Sex M	Date of Birth 04/07/1985
Address Kinaarāa Lh. Naifaru	



BN0641460

ސަ ޖުމްހޫރިއްޔާ / ސަ ޖުމްހޫރިއްޔާ
Signature / Finger Print



Common Name Mohamed Sharif	
Blood Group NA	Expires on 18/06/2017

24

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

LHAVIYANI ATOLL HOSPITAL NAIFARU

Ifthithaahee Magu Phone: 6620048 Fax:6620247



MEDICAL CERTIFICATE		Serial No: 158	Date: 28/2/2012
Name of Patient: Mohamed Abdul Qanee		Hospital No: 759	
Age: 30y Sex: Male		Diagnosis: LOW BACK PAIN	
Address: Blue Sea / Lh. Naifaru			
The above named is unfit for duties for the period mentioned below			
Days: 5 days (In words)		From 28/2/2012 To 3/3/2012 inclusive	
Type of medical Leave Granted:			
☐ Hospitalisation Leave	Admitted On	Discharged on	
☐ Maternity Leave	Delivered On		
☒ Outpatient Sick Leave	Comments		
ServiceMemo No:	Issued from ☒ OPD ☐ IPD ☐ Ward	Name (IN BLOCK LETTERS) and Signature of Doctor Dr. Venkata Ramana	

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

LHAVIYANI ATOLL HOSPITAL NAIFARU

Ifthithaahee Magu Phone: 6620048 Fax:6620247



MEDICAL CERTIFICATE		Serial No: 173	Date: 04-03-2012
Name of Patient: Mohamed Abd. Qanee		Hospital No: 759	
Age: 30 yrs Sex: M		Diagnosis: LOW BACK PAIN	
Address: Blue Sea / Lh. Naifaru			
The above named is unfit for duties for the period mentioned below			
Days: Five days only (In words)		From 04-03-2012 To 08-03-2012 inclusive	
Type of medical Leave Granted:			
☐ Hospitalisation Leave	Admitted On	Discharged on	
☐ Maternity Leave	Delivered On		
☒ Outpatient Sick Leave	Comments		
ServiceMemo No:	Issued from ☒ OPD ☐ IPD ☐ Ward	Name (IN BLOCK LETTERS) and Signature of Doctor DR. VENKATA RAMANA MALAKA	

Lhaviyani Atoll Hospital

Fax: 6620247 Tel: 6620048
Name: Mohamed Abdul Qanee

Hospital No. LHAH 759

Permanent Address Blue Sea, LH / Naifaru

Age: 30 year(s) 10 month(s) 12 day(s) Sex: M DOB: 16-Apr-81 ID No: A220685

Prescription Memo

Consult Date: Tue, 28 Feb, 2012

BP:	Pulse:	Temperature:	Weight:	Height:	BMI:
-----	--------	--------------	---------	---------	------

C/O

Low back pain - 2 weeks

O/E. Restricted movements

Provisional Diagnosis 1:

Low back pain

Medicine

(Tablet) DICLOFENAC SODIUM (Reactin SR) 100mg 1-0-1 FOR 5 day(s)

(Tablet) CHYMOTRYPSIN (Chymoral forte) chymotrypsin 1-0-1 FOR 5 day(s)

(Tablet) RANITIDINE (Rantac) 150mg 1-0-1 FOR 5 day(s)

(Gel) PIRROXICAM (Pirox) 0.50% L/A QID FOR 7 day(s)

Additional

for implementation

review SOS

led rest

A/C for 5 days 28/2/2012 - 3/3/2012



Dr. Venkata Ramana

Medical Officer

Lhaviyani Atoll Hospital

Fax: 6620247 Tel: 6620048
Name: Mohamed Abdul Qanee

Hospital No. LHAH 759

Permanent Address Blue Sea, LH / Naifaru

Age: 30 year(s) 10 month(s) 17 day(s) Sex: M DOB: 16-Apr-81 ID No: A220685

Prescription Memo

Consult Date: Sun, 4 Mar, 2012

BP:	Pulse:	Temperature:	Weight:	Height:	BMI:
-----	--------	--------------	---------	---------	------

C/O

F/u Low back pain

Improving

Provisional Diagnosis 1:

General medical examination

Medicine

(Tablet) DICLOFENAC SODIUM (Reactin SR) 100mg 1-0-1 FOR 5 day(s)

(Tablet) CHYMOTRYPSIN (Chymoral forte) chymotrypsin 1-0-1 FOR 5 day(s)

(Tablet) RANITIDINE (Rantac) 150mg 1-0-1 FOR 5 day(s)

Additional

Adv: Rest for 5 days

Issue mc from 04/03/2012 - 08/03/2012

Dr. Venkata Ramana

Medical Officer

ax Log for
h Post Office
320394
0 Mar 2012 10:46

OTE: Blocked calls are not displayed on this report.
or more information, see Junk Fax Report and the Caller ID History report.

ast 30 Transactions

Date	Time	Type	Station ID Caller ID	Duration	Pages	Result
7 Feb	12:33	Fax Sent	6620391	0:35	1	OK
8 Feb	13:22	Fax Sent	3320011	0:25	1	OK
8 Feb	13:54	Fax Sent	3320011	0:26	1	OK
9 Feb	15:40	Fax Sent	3322450	0:11	0	Cancel
9 Feb	15:40	Fax Sent	3322450	0:12	0	Cancel
9 Feb	15:42	Fax Sent	3322450	0:17	0	Cancel
9 Feb	15:43	Fax Sent	3322450	0:10	0	Cancel
9 Feb	15:44	Fax Sent	3322450	0:00	0	Power failure
9 Feb	08:52	Fax Sent	3320011	0:31	1	OK
9 Feb	08:53	Fax Sent	3320011	0:48	1	Error 405
9 Feb	08:55	Fax Sent	3320011	0:30	1	OK
9 Feb	12:08	Fax Sent	3320011	1:10	1	OK
4 Mar	11:05	Fax Sent	3328424	0:41	2	OK
4 Mar	11:25	Fax Sent	3320011	0:43	1	OK
4 Mar	11:35	Fax Sent	6588901	1:33	1	Jammed
4 Mar	11:40	Fax Sent	6588901	15:45	15	OK
4 Mar	12:07	Fax Sent	3320011	0:34	1	OK
4 Mar	13:43	Fax Sent	3009140	0:28	1	OK
4 Mar	13:49	Fax Sent	6620033	0:20	1	OK
4 Mar	15:17	Fax Sent	3304039	0:26	1	OK
3 Mar	09:43	Fax Sent	3328424	0:40	2	OK
7 Mar	11:36	Fax Sent	3342653	0:29	1	OK
7 Mar	13:08	Fax Sent	3304039	0:53	3	OK
3 Mar	09:51	Fax Sent	3328424	0:24	1	OK
3 Mar	10:21	Fax Sent	3009140	0:27	1	OK
3 Mar	11:38	Fax Sent	3304039	0:36	0	Error 388
3 Mar	11:39	Fax Sent	3304039	0:25	1	OK
3 Mar	12:31	Fax Sent	3009140	0:26	1	OK
3 Mar	12:55	Fax Sent	3009140	0:26	1	OK
3 Mar	13:36	Fax Sent	3009140	0:25	1	OK

207

1238/2012	
10157	28/05

October 07, 2008

Mr. Mohamed Abdul Ganee
Republic of Maldives.

Point of Hire: Lh. Naifaru

Kanuhura

EMPLOYMENT CONTRACT

Dear Mr. Ganee,

It is with pleasure that we are able to offer you employment in the position of **Public Area Attendant** with Kanuhura, Maldives (hereinafter called as the Resort).

You will find below the terms and conditions of your employment, which are subject to receiving a clear Police Report in the Republic of Maldives.

1. **Position: Public Area Attendant**
Job Level: Line. In this position you will report directly to the **Executive Housekeeper** of the Resort or designate.

A complete job description will be provided to you upon your arrival.

2. **Employment**

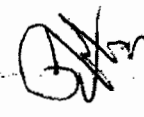
- 2.1 Your ideal starting date will be **October 11, 2008**. However, the actual starting date will be the actual day that you start work at your place of assignment. Please make necessary arrangements to arrive to the Resort 24 hours prior to this starting date, so as to settle comfortably in your accommodation.
- 2.2 You will be subject to three (03) months probationary period in the capacity of Public Area Attendant before confirming your position. The probationary period may be extended for a further three (03) months period if you are found not suitable to perform your duties. The probationary period (minimum of three (03) months and maximum of six (06) months) shall be included in calculating your employment period. Successful completion of probation and confirmation of your employment by the Resort is necessary for you to get certain benefits of the Resort as explained below.
- 2.3 Your duties are based on a six-day week with one day off per week. You are expected to work for a minimum of nine (09) hours per day (excluding break time) and expected to ensure that operational demands are met at all times. No overtime will be compensated.



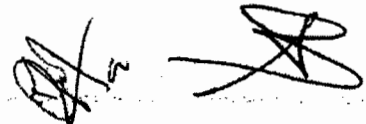
- 3.1 Your basic salary will be Mrf 2231 per month, payable in monthly arrears directly into your bank account.
- 3.2 Your salary may be reviewed on an annual basis effective from 1st January 2010, subject to your work performance.
- 3.3 You are entitled to a monthly service charge at your job level. The service charge earned during a month will be distributed at the end of following month. Hence, you will not be entitled for service charge for the first month of your employment. During your probationary period (please refer to 2.2), you will be entitled to a 50% share of service charge per month. This will cease upon confirmation of employment, wherein 100% share of the service charge benefit will be given to you automatically.
- 3.4 A yearly performance incentive may be paid at the end of each calendar year effective from 2009. This incentive (if any) will be prorated for the actual time of employment in each calendar year and will be based on your work performance. This performance incentive is at the sole discretion of the Resort Management. You should be in employment at that time to receive the incentive.

4. Benefits

- 4.1 Housing – The Resort will be responsible for your housing. You will be entitled to a free furnished accommodation on a sharing basis.
- 4.2 Meals – You are entitled to three meals per day at the Staff Canteen.
- 4.3 Use of Facilities – The use of facilities is stipulated in the staff hand book of the Resort.
- 4.4 Medical Treatment & Care – Medical Care is provided at the Resort's clinic by a qualified Resort Doctor or at hospitals on near by island or in Male, the capital of Maldives, if necessary and referred by the Resort's Doctor. All reasonable out-patient and in-patient expenses are reimbursed by the Resort upon submission of original receipts and certificates and subject to the recommendation of the Resort's Doctor.
- 4.5 Leaves
- 4.5.1 Annual Leave - You are entitled to Annual Leave of thirty (30) calendar days after completion of 12 months continuous service. Any annual leave not taken within six (06) months of the entitlement date is subject to be forfeited. Annual leave shall be prorated equally through out your employment year.
- 4.5.2 Public Holidays (PH) – You are entitled to the Public Holidays as adopted by the Resort in compliance with the National Public Holidays as regimented by the Government of the Republic of Maldives, to a maximum of eleven (11) days per calendar year. You may be required to work on Public Holidays, in which case, you will get a compensation day off in-lieu. Any Public holiday compensation day-off has to be taken within three (03) months from the said holiday otherwise it shall be forfeited.


- 4.6 Annual Leave Transport – You will be entitled for your transport from the Resort to Lh. Naifaru after completion of twelve (12) months of continuous service.
- 4.7 Uniform – The Resort will provide sufficient uniforms for you to perform your duty. Cleaning of your uniform is free of charge.
5. Relocation and repatriation
- 5.1 The Resort will provide you transport from Lh. Naifaru to Resort.
- 5.2 Should you terminate your employment contract with the Resort at any time during your employment term the Resort will provide you repatriation transport on a scheduled ferry to Lh. Naifaru. Should you decide to leave the Resort any day when a schedule ferry is not available, then you will be responsible for providing your own transport to Lh. Naifaru.
6. Termination of employment period
- 6.1 During the period of probation, each party to your employment contract (You and the Resort) will have to give two (02) weeks prior notice of termination in writing to terminate your employment contract. The party giving notice will be responsible for the cost of your repatriation transfer to Lh. Naifaru.
- 6.2 Once employment is confirmed, each party will have to give forty five (45) days prior notice of termination in writing to terminate your employment contract.
- 6.3 Any entitled and unconsumed annual leave days, compensation day off for Public Holidays or weekly off-days will not be used to offset the contractual notice period to terminate your employment. The granting of permission for offsetting of notice period in-lieu and against entitled and unconsumed leave days is the sole discretion of the management of the Resort. However, you are entitled to get paid for the entitled but unconsumed annual leave days and compensation off days for Public Holidays.
- 6.4 Should you terminate your employment without providing notice period as specified above at any time during your employment, the Resort reserves the right to recover a notice pay which shall be equal to your basic salary of the number of short notice days. In this situation, the Resort reserves the right to take various actions such as not to provide testimonials /reference letters, black list your name for rehire / to hire within the Sun Resorts Ltd group of companies.
- 6.5 The Resort reserves the right to pay your salary in in-lieu of notice and transfer you to Lh. Naifaru at any time during your employment of contract.



7. General Terms

All other terms and conditions of your employment other than those stated in this contract are regulated as per the Staff Handbook of the Resort and the Policies and Procedures of the Resort. The Resort reserves the right to amend the Staff Handbook and its Policies and Procedures from time to time without providing notice period for change.

This offer of employment and its attachment serve as a valid and binding employment contract between you and the Resort. The Labor Law of Republic of Maldives and the Policies and Procedures of the Resort, which may be amended from time to time govern any provisions not specifically covered by this contract.

8. Professional Secrecy

You are bound to observe professional secrecy with regard to all information, knowledge and experience regarding the Resort and/or other companies/firms with which the Resort collaborates. You also undertake not to permit information, knowledge or experience to become available to third parties without the express prior permission of the management. You have the right to answer to inquiries by official authorities.

Please review these terms and conditions carefully and do not hesitate to contact me, should you have any queries. To confirm your agreement please sign where indicated, and return this document for our file. You will be given one original copy for your retention.

Kanuhura, Maldives is an important Resort in Maldives. On behalf of the Directors and the Management, we are confident that you will do your best to make Kanuhura, Maldives a tremendous success.

Good luck and I look forward to working with you.

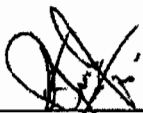


Alessandro Schenone
General Manager



Kanuhura, Maldives
Lhaviyani Atoll, Maldives
Tel. +960 662 00 44
Fax. +960 662 00 33

I, hereby accept the terms and condition as outlined in this document. I also agree to abide by the rules and regulations as determined by the Resort, and as featured in the staff handbook.



Mohamed Abdul Ganee

Date: 11.10.2008

2-8

Kanuhura
Lhaviyani Atoll
Maldives

T: +960 862 0044
F: +960 862 0043
www.kanuhura.com

PRIVATE & CONFIDENTIAL

October 9, 2010

Mr. Mohamed Abdul Ganee
SRILENU-1494
Public Area Attendant
Housekeeping

Re: PROMOTION

Dear Mr. Ganee,

I am pleased to inform you that we are confirming your promotion from Public Area Attendant to Villa Attendant effective 01 October 2010.

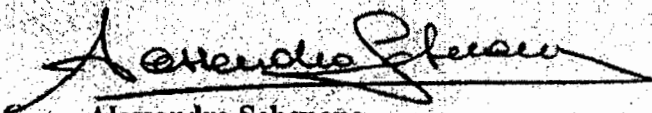
In conjunction with this, your monthly basic salary will be adjusted to MRF2550.00 per month.

All other terms and conditions specified in your employment contract will remain same.

Thank you and wish you all the best in your future career with Kanuhura, Maldives.

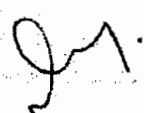
Keep up the good work!

Yours sincerely,



Alessandro Schenone
General Manager

by 09/10/10



Kanuhura
Lhavvian Aroll
Maldives

T +960 662 0044
F +960 662 0043
www.kanuhura.com

CERTIFICATE OF EMPLOYMENT

This is to certify that Mr. **MOHAMED ABDHUL GANEE** Citizen of Maldives holding identity card number **A220685** has been under employment with **SRL Kanuhura Ltd** from **11th October 2008** to **04th March 2012** as a **Villa Attendant**.

We thank him for the contribution during his tenure of service with us and wish him plenty of success in his future career.



Dhakshina Moorthy
Acting Human Resources Manager

Date: **15th March, 2012**

Mohamed Sharif <xariph@gmail.com>

Fwd: Demands from Mohamed Abdul Ghani

Mushfiq Mohamed <mushfiq@alcmaldives.com>

To: xariph@gmail.com

Wed, Jul 4, 2012 at 4:19 PM

Dear Sharif,

Please find attached below decision by Kanuhura management.

Regards,

Mushfiq

----- Forwarded message -----

From: Dhakshina MOORTHY <Dhakshina.MOORTHY@kanuhura.com.mv>

Date: Tue, Jul 3, 2012 at 7:22 PM

Subject: RE: Demands from Mohamed Abdul Ghani

To: mushfiq@alcmaldives.com, Ismail Yasir <ismail.yasir@alcmaldives.com>

Cc: Dev FOOLESSUR <Dev.FOOLESSUR@kanuhura.com.mv>, Poclassery VINOD <Poclassery.VINOD@kanuhura.com.mv>

Dear Mr. Yasir/ Mr. Mushfiq,

Greetings from Kanuhura!

Our management decided to proceed and face Mohamed Abdul Ghani case in the employment tribunal.

Regards

Sharif

Dhaksrina Moorthy

Human Resources Manager

Dhaksrina.MOORTHY@kanuhura.com.mv

www.sunresortshotels.com

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P Û SAVE A TREE - PLEASE DO NOT PRINT THIS EMAIL UNLESS YOU REALLY NEED TO



قۇرۇلۇش ۋە تەبىئەت سەنئەت 2642/a			قۇرۇلۇش ۋە تەبىئەت سەنئەت
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10144 نَزْدُوحٌ

روزگار

فَوَيْلٌ لِلَّذِينَ كَفَرُوا مِنْ عَذَابِ اللَّهِ الَّذِي هُوَ عَظِيمٌ

قُرْئَانُكَ سَمْعُكَ دَنْزُرُ قُرْئَانُكَ سَمْعُكَ دَنْزُرُ

98/VTR/2012
 98/VTR/2012

سورة مؤمنون

سید محمد ناصر دین زکریا زکریا زکریا

سَمْعًا: اِبْدَعْ دَعْوَةً بِلَهِّ قُدُّوسٍ مَبْرُورٍ

درآمد غیر درآمدها از عوارض: شادری، سرباز و غیره

7797665 : ٧٧٩٧٦٦٥

وَجَعَلَ رُحْمًا يُحْتَكَمُ بِهِ الرِّجَالُ عَلَى الْأَنفُسِ ۚ إِنَّهُ كَانَ مُخِيبًا

د ټول: ١٠٠٠٠٠

وَدَّ دَوَّارًا قَرِيرًا وَدَّو.

مَدِينَةُ مَكَّةَ


مَدِينَةُ مَكَّةَ

(مَدِينَةُ مَكَّةَ مَدِينَةُ مَكَّةَ)

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REPUBLIC OF MALDIVES

NATIONAL IDENTITY CARD

Number:

A121558

Name އަހުމަދު އަބްދުލް ރަހްމާން Ahmed Abdul Rahman	
Sex M	Date of Birth 29/07/1981
Address Kaamineegaa Lh. Naifaru	



SN0407496

އަހުމަދު އަބްދުލް ރަހްމާން
Ahmed Abdul Rahman

NA

18/07/2015

سُرورِ رُخسارِ

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وَبَرِّدْ دُرُودُ

(قرآن و تفسیر و حدیث و فقه و کلام و تاریخ و جغرافیا و طب و فنی و ادبیات و فلسفه و منطق و ریاضیات و نجوم و موسیقی و هنر و ورزش و بازی و تفریح و شغل و حرفه و صنعت و تجارت و اقتصاد و سیاست و حقوق و جامعه و فرهنگ و زبان و ادبیات و علوم و فنون و صنایع و خدمات و امور و کار و زندگی و دنیا و آخرت و همه چیز)

~~SECRET~~

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2013 17 ج م ر و ع

ذیر لائبریری

(عَرَبِيٌّ مُتَعَدٍّ وَفِعْلِيٌّ مُتَعَدٍّ)

وَجِيءَ رَأْسُهَا بِمِخْرَافٍ مَعَهَا رَجُلٌ مَسْرُورٌ

وَقَدْ

216

CENTARA GRAND

ISLAND RESORT & SPA
MALDIVES

Centara Grand Island
South Ari Atoll
Republic of Maldives

T + 960 668 8000
F + 960 668 8888
E cirm@chr.co.th
www.centarahotelsresorts.com

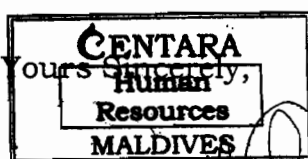
Friday, 28th December 2012

TO WHOM IT MAY CONCERN

This is to certify that Mr. Mohamed Abdul Ganee, Maldivian Nationality, holder ID number: A220685 is employed by Centara Grand Island Resort & Spa, Maldives, from April 10th, 2012 to present date.

He is working in the capacity of Villa Attendant, Housekeeping Department.

Please do not hesitate to contact me for further information.



Mohamed Shiman
Human Resources Manager
Centara Grand Island Resort & Spa Maldives
South Ari Atoll
Republic of Maldives

A handwritten signature, possibly "S. P.", is written in dark ink.

فوق الترتیب سے تحریر شدہ ہے Fathun 148/2013			
تاریخ	فوج	پتہ	مقامی قلمی کارروائی
13/07	12/01	<i>[Signature]</i>	مقامی قلمی کارروائی
			پست پر مبنی
مقامی قلمی کارروائی		مقامی قلمی کارروائی	
			مقامی قلمی کارروائی

بسم الله الرحمن الرحيم

زمرہ ۱۰۰۰

98/VTR/2012 : د. مسعود سرمد

تَرْجَمُوهُ تَرْجَمُوهُمُ: تَرْجَمُوهُمُ تَرْجَمُوهُمُ

مجموعہ نمبر: 17 خاتم شدہ سہ 2013

~~SECRET~~

[Handwritten signature]

دستور-3

داسو سړيگرو وټگرو دبرسټو ټولگرو

3.1 د داسو سړيگرو داسو سړيگرو وټگرو دبرسټو ټولگرو (داسو سړيگرو دبرسټو ټولگرو (A061481)، داسو سړيگرو،

داسو سړيگرو 19 داسو سړيگرو 2012 داسو سړيگرو داسو سړيگرو؛

3.2 د داسو سړيگرو داسو سړيگرو وټگرو دبرسټو ټولگرو (داسو سړيگرو دبرسټو ټولگرو (A061481)، داسو سړيگرو،

داسو سړيگرو 17 داسو سړيگرو 2012 داسو سړيگرو داسو سړيگرو؛

3.3 د داسو سړيگرو داسو سړيگرو وټگرو دبرسټو ټولگرو (داسو سړيگرو دبرسټو ټولگرو (A061481)، داسو سړيگرو،

داسو سړيگرو 01 داسو سړيگرو 2012 داسو سړيگرو داسو سړيگرو؛

3.4 د داسو سړيگرو داسو سړيگرو وټگرو دبرسټو ټولگرو (داسو سړيگرو دبرسټو ټولگرو (A061481)، داسو سړيگرو،

داسو سړيگرو 13 داسو سړيگرو 2012 داسو سړيگرو داسو سړيگرو؛

3.5 د داسو سړيگرو داسو سړيگرو وټگرو دبرسټو ټولگرو (داسو سړيگرو دبرسټو ټولگرو (A074171)، داسو سړيگرو،

داسو سړيگرو 13 داسو سړيگرو 2012 داسو سړيگرو داسو سړيگرو؛

3.6 د داسو سړيگرو داسو سړيگرو وټگرو دبرسټو ټولگرو (داسو سړيگرو دبرسټو ټولگرو (A061481)، داسو سړيگرو،

داسو سړيگرو 17 داسو سړيگرو 2013 داسو سړيگرو داسو سړيگرو؛

3.7 د داسو سړيگرو داسو سړيگرو وټگرو دبرسټو ټولگرو (داسو سړيگرو دبرسټو ټولگرو (A061481)، داسو سړيگرو،

داسو سړيگرو 28 داسو سړيگرو 2013 داسو سړيگرو داسو سړيگرو؛



بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ
 قَوْلِي وَتَدْعُ إِلَى سَبِيحَةِ رَبِّكَ
 قَوْلِي وَتَدْعُ إِلَى سَبِيحَةِ رَبِّكَ

98/VTR/2012	د. ۱۳۸۵/۱۲/۲۵
د. ۱۳۸۵/۱۲/۲۵	د. ۱۳۸۵/۱۲/۲۵
A061481	د. ۱۳۸۵/۱۲/۲۵
د. ۱۳۸۵/۱۲/۲۵	د. ۱۳۸۵/۱۲/۲۵
-	د. ۱۳۸۵/۱۲/۲۵
05	د. ۱۳۸۵/۱۲/۲۵
17 د. ۱۳۸۵/۱۲/۲۵	د. ۱۳۸۵/۱۲/۲۵
13:00	د. ۱۳۸۵/۱۲/۲۵

دَاسَاحَ مَرَدَقَرَوِ قَرَمَرَدَوِ قَاسَاحَ مَرَدَقَرَوِ

[illegible]

[دېرۇڭىڭىزنىڭ ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا]

ئۇلارنىڭ ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا.

[ئۇلارنىڭ ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا]

ئۇلارنىڭ ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا.

ئۇلارنىڭ ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا.

ئۇلارنىڭ ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا.

ئۇلارنىڭ ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا.

ئۇلارنىڭ ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا.

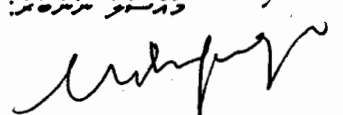
ئۇلارنىڭ ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا.

ئۇلارنىڭ ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا.

ئۇلارنىڭ ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا. [

دې 01 ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا.

(ئۇلارنىڭ ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا ئۆزىگە ئېلىنىدىغان ۋاقىتقا قارىتا. A061481)



بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ
 قَوَاعِدُ وَتَهْنِئَاتُ لِحُجَّاتِهِمْ
 قَدْ خُذُوا مَرَدُّهُمُ

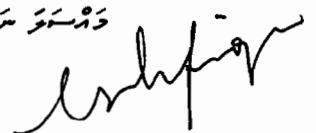
دَافِعُ سَوَاعِدُ سَوَاعِدُ: 98/VTR/2012
 دَافِعُ سَوَاعِدُ سَوَاعِدُ وَتَهْنِئَاتُ: دَافِعُ سَوَاعِدُ دَافِعُ
 دَافِعُ سَوَاعِدُ سَوَاعِدُ: A061481
 قَوَاعِدُ دَافِعُ سَوَاعِدُ: دَافِعُ سَوَاعِدُ، دَافِعُ
 دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ: -
 دَافِعُ سَوَاعِدُ سَوَاعِدُ: 07
 دَافِعُ سَوَاعِدُ: 13 دَافِعُ سَوَاعِدُ 2012
 دَافِعُ: 14:00 دَافِعُ

دَافِعُ سَوَاعِدُ سَوَاعِدُ وَتَهْنِئَاتُ لِحُجَّاتِهِمْ

[دَافِعُ سَوَاعِدُ سَوَاعِدُ وَتَهْنِئَاتُ لِحُجَّاتِهِمْ سَوَاعِدُ]

دَافِعُ سَوَاعِدُ سَوَاعِدُ دَافِعُ سَوَاعِدُ: A061481

سَوَاعِدُ سَوَاعِدُ سَوَاعِدُ سَوَاعِدُ سَوَاعِدُ سَوَاعِدُ سَوَاعِدُ سَوَاعِدُ سَوَاعِدُ سَوَاعِدُ
 دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ
 دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ
 دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ
 دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ
 دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ
 دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ
 دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ دَافِعُ سَوَاعِدُ



بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ
أَشْهَدُ أَنْ لَا إِلَهَ إِلَّا اللَّهُ وَبِهِ تَوَكَّلْتُ
أَشْهَدُ أَنَّ مُحَمَّدًا عَبْدُهُ وَرَسُولُهُ
أَشْهَدُ أَنَّ مُحَمَّدًا عَبْدُهُ وَرَسُولُهُ

[وَبِهِ تَوَكَّلْتُ]
[وَبِهِ تَوَكَّلْتُ]

أَشْهَدُ أَنَّ مُحَمَّدًا عَبْدُهُ وَرَسُولُهُ
أَشْهَدُ أَنَّ مُحَمَّدًا عَبْدُهُ وَرَسُولُهُ

[وَبِهِ تَوَكَّلْتُ]
[وَبِهِ تَوَكَّلْتُ]

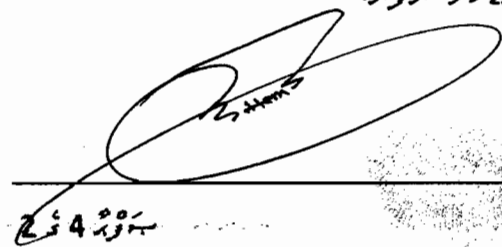
أَشْهَدُ أَنَّ مُحَمَّدًا عَبْدُهُ وَرَسُولُهُ
أَشْهَدُ أَنَّ مُحَمَّدًا عَبْدُهُ وَرَسُولُهُ

[وَبِهِ تَوَكَّلْتُ]
[وَبِهِ تَوَكَّلْتُ]

أَشْهَدُ أَنَّ مُحَمَّدًا عَبْدُهُ وَرَسُولُهُ
أَشْهَدُ أَنَّ مُحَمَّدًا عَبْدُهُ وَرَسُولُهُ

[وَبِهِ تَوَكَّلْتُ]
[وَبِهِ تَوَكَّلْتُ]

أَشْهَدُ أَنَّ مُحَمَّدًا عَبْدُهُ وَرَسُولُهُ
أَشْهَدُ أَنَّ مُحَمَّدًا عَبْدُهُ وَرَسُولُهُ



[illegible]

وَمِنْهُمْ مَنْ يُؤْمِنُ بِالْغَيْبِ وَمِنْهُمْ مَنْ لَا يُؤْمِنُ بِالْغَيْبِ ۚ وَهُوَ الَّذِي يُضِلُّ مَن يَشَاءُ ۚ وَهُوَ الْعَلِيمُ الْغُيُوبِ ۚ

[illegible]

۷۷۷
سازمان

[illegible][illegible]

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ
وَجِبْرِيلَ وَمِيكَائِيلَ
وَالْحَمْدُ لِلَّهِ رَبِّ الْعَالَمِينَ

98/VTR/2012	دەیسەو سەرکەوتن:
دەیسەو سەرکەوتن: دەرگەز	دەیسەو سەرکەوتن:
A061481	دەیسەو سەرکەوتن:
دەیسەو سەرکەوتن:	دەیسەو سەرکەوتن:
-	دەیسەو سەرکەوتن:
08	دەیسەو سەرکەوتن:
17 ئۆرۈنمە	دەیسەو سەرکەوتن:
13:00	دەیسەو سەرکەوتن:

حَدَّثَنَا مُحَمَّدُ بْنُ قُسَيْبٍ عَنْ هِشَامِ بْنِ عَمْرٍو عَنْ أَبِي هُرَيْرَةَ عَنِ النَّبِيِّ ﷺ أَنَّهُ قَالَ

[illegible]

(حقیقتیں اور 5 حقائق رازِ حقیقتیں)

نمبر 4 د ژانور 2012ز کال

(4 دوسرے روز دسویں فروردین)

۱۲۳

(رَوَاهُ نَاسٌ وَصَحَّحَ)

۱۲۸

[illegible]

تاریخ: ۱۵ شهریور ۱۳۹۲، ۱۵ شهریور ۱۳۹۲

(۱) $\frac{d}{dx} \left(x^2 + 3x - 7 \right)$

[illegible][illegible]

John

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ
 قَوِي قَزَاحَاتٍ جَعَلَهُ اللَّهُ سِرًّا
 قَوْفًا مَرْدُودًا

98/VTR/2012 دَاسَاسَ سَرْمَتِ
 دَاسَاسَ سَرْمَتِ سَرْمَتِ دَاسَاسَ دَاسَاسَ
 A061481 دَاسَاسَ سَرْمَتِ
 دَاسَاسَ سَرْمَتِ دَاسَاسَ دَاسَاسَ
 - دَاسَاسَ سَرْمَتِ
 09 دَاسَاسَ سَرْمَتِ
 28 دَاسَاسَ سَرْمَتِ 2013
 15:00 دَاسَاسَ سَرْمَتِ

دَاسَاسَ سَرْمَتِ سَرْمَتِ سَرْمَتِ سَرْمَتِ

[دَاسَاسَ سَرْمَتِ سَرْمَتِ سَرْمَتِ سَرْمَتِ]

دَاسَاسَ سَرْمَتِ سَرْمَتِ سَرْمَتِ S061481 دَاسَاسَ سَرْمَتِ سَرْمَتِ سَرْمَتِ
 دَاسَاسَ سَرْمَتِ سَرْمَتِ سَرْمَتِ سَرْمَتِ دَاسَاسَ سَرْمَتِ سَرْمَتِ
 دَاسَاسَ سَرْمَتِ سَرْمَتِ سَرْمَتِ سَرْمَتِ 2013 دَاسَاسَ سَرْمَتِ
 دَاسَاسَ سَرْمَتِ سَرْمَتِ سَرْمَتِ سَرْمَتِ دَاسَاسَ سَرْمَتِ
 دَاسَاسَ سَرْمَتِ سَرْمَتِ سَرْمَتِ سَرْمَتِ دَاسَاسَ سَرْمَتِ
 دَاسَاسَ سَرْمَتِ سَرْمَتِ سَرْمَتِ سَرْمَتِ دَاسَاسَ سَرْمَتِ
 دَاسَاسَ سَرْمَتِ سَرْمَتِ سَرْمَتِ سَرْمَتِ دَاسَاسَ سَرْمَتِ

Handwritten signature

دستور-4

داسو مخدو رښتو سره چارو

4.1 داسو مخدو سره چارو 19 مه 2012 ولسي جرگې داسو مخدو سره چارو سره

چې داسو مخدو سره چارو داسو مخدو سره چارو داسو مخدو سره چارو

4.2 داسو مخدو سره چارو داسو مخدو سره چارو داسو مخدو سره چارو

4.3 داسو مخدو سره چارو داسو مخدو سره چارو داسو مخدو سره چارو

تې

4.4 داسو مخدو سره چارو داسو مخدو سره چارو داسو مخدو سره چارو

4.5 داسو مخدو سره چارو داسو مخدو سره چارو داسو مخدو سره چارو

داسو مخدو سره چارو داسو مخدو سره چارو

4.6 داسو مخدو سره چارو داسو مخدو سره چارو داسو مخدو سره چارو

4.7 داسو مخدو سره چارو داسو مخدو سره چارو داسو مخدو سره چارو

4.8 داسو مخدو سره چارو داسو مخدو سره چارو داسو مخدو سره چارو

تې

4.9 داسو مخدو سره چارو داسو مخدو سره چارو داسو مخدو سره چارو

تې

4.10 داسو مخدو سره چارو داسو مخدو سره چارو داسو مخدو سره چارو

4.11 داسو مخدو سره چارو داسو مخدو سره چارو داسو مخدو سره چارو

داسو مخدو سره چارو

4.12 داسو مخدو سره چارو داسو مخدو سره چارو داسو مخدو سره چارو

4.13 داسو مخدو سره چارو داسو مخدو سره چارو داسو مخدو سره چارو

داسو مخدو سره چارو

4.14 داسو مخدو سره چارو داسو مخدو سره چارو داسو مخدو سره چارو

داسو مخدو سره چارو داسو مخدو سره چارو



قۇرئان كەرىم
 دۇئا، مەدەنىيەت

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۱. $\frac{1}{x^2} = x^{-2}$ $\frac{d}{dx} x^{-2} = -2x^{-3} = -\frac{2}{x^3}$

تَوَكَّلْ عَلَى اللَّهِ وَهُوَ يُكَفِّرُ عَنْكَ سَيِّئَاتِكَ إِنَّ اللَّهَ يَدْرِكُ الْفَاسِقِينَ

مَدْرَسَةُ مَدِينَةِ مَكَّةَ الْمُحَرَّمَةِ مَدْرَسَةُ مَدِينَةِ مَكَّةَ الْمُحَرَّمَةِ مَدْرَسَةُ مَدِينَةِ مَكَّةَ الْمُحَرَّمَةِ

قبره: دښتو سيمه 3 دښتو سيمه 20-129 دښتو سيمه: دښتو سيمه C/02/1

..... دَر بَحْرِ اَمَلِ كَمَشَد : وَ سَبِيحَةُ زُكُو : اَعْوَدُ بِمَكْرِهٍ : دَوْدَى سُرْسِر :

.....6620044 : : info@kanuhura.com.mv

2- مقررہ شدہ رتبہ اور فرائض و حقوق:

[illegible][illegible][illegible][illegible]

۱- مرتضیٰ

[illegible]

تاریخ: 14 دسمبر 2012

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سورة: فاتحة الكتاب بسم الله الرحمن الرحيم
الحمد لله رب العالمين
الذي هدانا لهذا الذي كنا لنهتدي لولا أن هدانا الله
والحمد لله رب العالمين

CONSENT ACTIONS OF THE BOARD OF DIRECTORS OF SRL KANUHURA LTD

THE UNDERSIGNED, being the board of directors of SRL Kanuhura Limited, (the Company"), a company formerly organized as an International Business company under the laws of the British Virgin Islands and automatically re-registered as a Business company under the laws of the British Virgin Islands on January 1, 2007, hereby consent to the adoption of the following resolutions taken without a meeting, this instrument to have the same force and effect as if the actions herein referred to had been taken at a timely called and duly held meeting of the Board of directors of the company and direct that this written consent to such actions be filled with the minutes of the proceedings of the Board of directors of the Company:

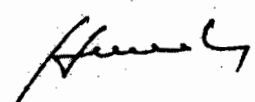
IT IS HEREBY RESOLVED THAT:

- AEQUITAS Legal Consultants a duly registered Partnership in the Maldives under registration number P-04/2005, and having their offices at 4th Floor, Hasowa Building, No. 43 Boduthakurufaanu Magu, Male' shall be appointed to represent this Company at the various Judicial, Quasi-Judicial, Government and regulatory authorities including all Courts of Law and Tribunals of the Republic of Maldives, and shall as such be authorized to submit claims, advocate, submit statements, sign on behalf of the Company in all the related documents, and perform such other actions as may be necessary and required.

IN WITNESS WHEREOF it is hereby confirmed and declared that the statements above constitute a true and fair representation of the Resolutions of the Board of Directors of the Company.

SIGNED BY:

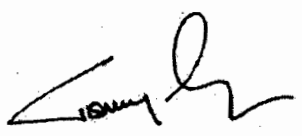
G.Christian Dalais



Felice Piccirillo



Arnaud Martin



Tommy Wong Yun Shing

ދިވެހިރާއްޖޭގެ ޖުމްހޫރިއްޔާ
REPUBLIC OF MALDIVES

ދިވެހިރާއްޖޭގެ ޖުމްހޫރިއްޔާ
NATIONAL IDENTITY CARD

Number: **A061481**

Name މުޢުހުދިއްޔާ ޞަލީހު ޖުމްހޫރިއްޔާ Mushfiq Mohamed	
Sex މީނި M	Date of Birth މުއާލިމު ޖުމްހޫރިއްޔާ 24/10/1986
Address މާ. ފާޝުވި Ma. Fashuvi މާލެ Male'	



SN0418798

މުޢުހުދިއްޔާ

Mushfiq

NA **13/10/2015**

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وَمِنْهُمْ سَائِدٌ يُدْعَىٰ زَكْرِيَّا إِذْ هُوَ قَائِمٌ عَلَىٰ الْإِسْنِ

98/VTR/2012
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2012 ۱۹ مئی

زمرہ مرندو

Shirley



اُدْوَمُوْهُمُ مَعَكُمْ

۱۰ و در هر یک از این موارد

فِي رَأْسِ الْبَيْتِ عِزُّهُ وَجَلَالُهُ
وَهُوَ الْمَوْلَى الْوَحِيدُ الْمَعْلُومُ

44

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

AEQUITAS

LEGAL CONSULTANTS

މުޢާމަލާތުގެ ބަލަވާދާ ބެހޭ ގޮތުން ދިވެހިސަރުކާރުގެ ގެޒެޓްގައި ބަޔާންކުރި ގޮތުގައި،

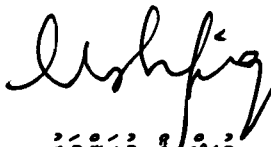
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مەھسۇلات مىقدارى	مەھسۇلات نامى

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مەھسۇلات نامى

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تاریخ: _____	موضوع: _____
تاریخ: _____	موضوع: _____

تۆۋەن سىرتى:	ئورمان-ئورمان سىرتى:
ئورمان سىرتى:	ئورمان سىرتى:

وَأَمَّا سَوَاءُ بَرَاءَتِهِمْ وَنَجْوَاهُمْ

Lehrfigure

17/10/2022

Ushpizne

17/05/12 تاریخ

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ



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To

Manager

Human Resource Department

SRL Kanuhura LTD.

Sub: Request To Take Salary

Dear Sir,

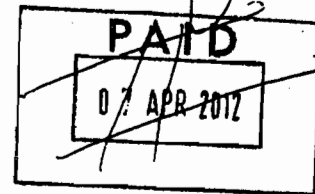
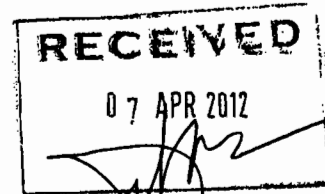
I, Mohamed Abdul Ganee (A220685) (Staff Id no: 1494) was an Employee in SRL Kanuhura Ltd, I worked as a Villa Attendant and my salary was dposited to my account in dollars. My salary has been holded from the resort and I hereby request to take the holded salary for the days which I have worked in the resort with the salary details. In addition to this I request to hand over my salary to Mr. Ahmed Easa, ~~COST CONTR~~ (A216180).

Yours sincerely



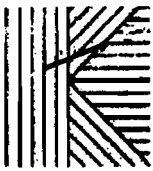
Mohamed Abdul Ganee

(7782158)



97.

Document ①



4.7

Cheque No: 5136

30 APR 2011

Date: 4/7/2012

Vendor Code: GANEE

PAYMENT MEMO

Bank: BML USD Savings 131954-101

Payee: MOHAMED ABDUL GANEE

Bank:

Account No:

Swift Code:

IBAN No:

Payment Amount

Amount USD

MOHAMED ABDUL GANEE

755.97

ID SEVEN HUNDRED FIFTY-FIVE AND 97 / 100 ONLY.

Accounting Journal

Ref.	Entry Description	Account Description	Account	Amount in USD	
				Debit	Credit
PY	Final Payment April-12/Ganee	Cash Clearing	288520	755.97	
		BML USD Savings	286300		755.97
				Total USD	755.97
					755.97

Prepared by
VNAIR

Authorized Signatory

Authorized Signatory

Acknowledge Receipt of USD 755.97

Received by: Ahmed Easa

ID/Passport:

Date:

15/04/12

Signature:

Kanhura
Shaviyani Atoll
MaldivesT +960 662 00 44
F +960 662 00 33
www.kanhura.comA member of
The leading Small Banks of the World

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Date		29/8/72		Page No.	
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				Marks Obtained	
				Percentage	
				Remarks	



قرآن مجید کی روشنی میں : دُعا اور دعا کے فرق

قرآن مجید و تفسیر: افسانہ مراد و سلسلہ مراد و مراد و مراد

تحریر: 9 ستمبر 2012

۱- مسأله اخلاقی و حقوقی

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PRAXIS
LAW FIRM LLP

فوق مذکورہ کی طرف سے تحریر شدہ دستخط
مستند کے ساتھ

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مستند کے ساتھ تحریر شدہ دستخط کے ساتھ تحریر شدہ دستخط
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مستند کے ساتھ تحریر شدہ دستخط

مستند کے ساتھ تحریر شدہ دستخط

مستند کے ساتھ تحریر شدہ دستخط

مستند کے ساتھ تحریر شدہ دستخط

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مستند کے ساتھ تحریر شدہ دستخط

مستند کے ساتھ تحریر شدہ دستخط

2012



PRAXIS LAW FIRM LLP

4th Floor, Hasowa Building
No. 43, Boduthakuruthaanu Magu
Maatamun, Male' 20252
Maldives
Tel: +960 3330688
Fax: +960 3330688
Email: info@praxislaw.com

بېرۋىنە



دۆڭەنە ئىبراھىم ئىسمىگە

(دۆڭەنە ئىبراھىم ئىسمىگە ئۆتۈپ بېرىش)

ئۆچۈرۈلگەن ئىبراھىم ئىسمىگە

بۇ، بېرۋىنە

4.10

TRANSPORT AUTHORITY
SRI LANKA
DRIVING LICENCE **A-050052**

NAME: Hamid Mohamed
ADDRESS: Joothee Lh Naifaru
D.O.B: 24-06-1978
ISSUED DATE: 26-05-2011
RENEWAL DATE: 25-05-2021

NIC Number
A074171

CATEGORIES: A1 B1 AC

411

فهرست اسامی و مشخصات			
شماره ثبت: 314/2013			
تاریخ:	19/02	محل:	
ساعت:	15:49	نام:	
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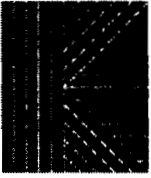
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2012



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Kanuhura Resort Team Members Handbook



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CHAPTER I: INFORMATION ON SUN RESORTS LTD

Welcome

Congratulations on being selected to become a member of Sun Resorts Ltd, a truly dynamic and exciting Mauritian company to work for.

You have joined a company of talented, committed and passionate team of professionals obsessed with quality and service. I welcome you on board.

Our business is to create memories and fulfill the dreams of our guests. At every exchange with guests you must show that you will care for them, attend to their needs and that their businesses and concerns are valued. Our guests have come to our resorts and expect a lot from us; but more than anything else today, they want to be appreciated, thanked and recognized. Remember, they have indeed so many choices, and if we want their businesses, we have to earn it with care and personal attention.

As a team member of Sun Resorts Ltd, you are not only representing your company but you are essential in ensuring that all our guests are "Mari Content" all the time.

Moreover, we place great emphasis on the Core Values of the Company which I urge you to study and understand in order for you to be fully conversant with what we believe in and what we stand for as a company.

You should also pay particular attention to our Core Behaviors at all times as each day is a guest contact day. It is important to look your best at all times: personal appearance contributes to the guest's impression of you, your hotel and the entire Company.

The team member Handbook is designed to provide you with a reference manual on the company policies, benefits and rules of conduct. It is a quick source of information for you. However, you will find it to your advantage to read the entire handbook promptly, in order to have a complete understanding of the material covered.

Thank you and I look forward to a rewarding relationship with you as a team member of Sun Resorts Ltd.

Fabio F Piccirillo
Chief Executive Officer

SUN RESORTS LIMITED

- We are delighted to have you in our team.
- We take our responsibilities towards you very seriously and we greatly appreciate your talent and dedication. It is our daily practice to treat our team members with respect and dignity. The following extends our relation's philosophy :
- Competitive wages and excellent benefits
- Clean, pleasant and safe work environment
- A well-trained and knowledgeable management team to assure direction, support and high quality supervision.

Our Vision

We are an organization which aims for growth, where all team members share a passion for outstanding service delivery and a determination to exceed guests' expectations, whilst offering one-of-a-kind-experience.

Our mission statement

To achieve the highest market share and returns in our class of hotels by providing excellent customer service and value for money and ensuring that all our guests are 'Mari Content' all the time.

Our company's objective

To own, manage and market hotels strategically located in Mauritius and the Indian Ocean region, using the rich experience and expertise that we have gained in 30 years of active involvement in the tourism industry.

Core values

- Blow away the customer
- Sustainable Bottomline Performance
- Dedication to Developing Passionate Committed People
- Continuously Striving for Perfection(Good enough never is)

Our properties in Maldives & Mauritius

Sun Resorts Ltd operates from its Head Office at Ebene, Mauritius. Under its wings fall Kanuhura, Le Touessrok, Long Beach & Spa, La Pirogue and Sugar Beach Resort.

Kanuhura(logo)

Open in February 2000

Location – Kanuhura Lhaviyani Atoll, Maldives

Number of team members – 395

Number of Rooms – 100



Le Touessrok



Acquisition in February 1983

Location – East coast of Mauritius, East of Africa in Indian Ocean

Number of team members – 750 + 150 for golf course

Number of Rooms – 200 rooms (106 connecting) and suites in chic tropical contemporary luxury style

La Pirogue



Acquisition in February 1983

Location – West coast of Mauritius, close to Sugar Beach Resort, built in the style of a fisherman's village ('pirogue' is a local fishing boat)

Number of team members – 507

Number of Rooms – 248

Sugar Beach Resort



Opened in October 1996

Location – West coast of Mauritius, close to La Pirogue Hotel, built in the style of an old colonial sugar plantation

Number of team members – 515

Number of Rooms – 238

Long Beach & Spa

Opening 02 December 2010

Location – East coast of Mauritius, A Contemporary, Tropical, Elegant, Upbeat, Environmentally friendly Heaven with A Cool, Modern, Urban Beach Atmosphere

Number of team members – 530

Number of Rooms – 257 – 29 Family rooms
116 Superior rooms
72 Deluxe rooms
40 Deluxe Beach rooms



RULES & REGULATIONS

CHAPTER II: DEFINITION

Definition of terms used in this Company House Rules & Regulations are as follows:

1.1 Resort

Kanuhura Resort is located on the Island of Kanuhura in Lhaviyani Atoll, Maldives and managed by Sun Resorts Ltd.

1.2 Management

The governing body that carries out the management functions of the Resort.

1.3 Team members

Team members who have received and signed an employment agreement signed by the General Manager or Human Resources Manager, and who is employed by the Resort on a full time basis and receive wages directly from the Resort for the work produced.

1.4 Salary

Monthly wage as stipulated in the employment agreement, not including service charge or other allowances.

1.5 Dependants

Immediate family of the team members consisting of one legal spouse and legal children up to the age of 18 who are not employed or married and are recorded in the team members' Personal Records.

1.6 Resort Doctor

The Doctor residing in the Resort who is responsible for the medical care of the team members and/or guests.

1.7 Resort Clinic

The clinic situated in the Resort providing medical services to team members and/or guests.

1.8 Designated Hospital

Includes the Atoll Hospital in Naifaru, Indira Gandhi Memorial Hospital (IGMH) A.M.D.C and A.D.K. Hospital in Male, and other specialist clinics as referred by the Resort Doctor.

1.9 Work Hours

The hours that are determined by the Resort as the 8 hours of work excluding one hour break time.



1.10 Public Holiday

Public holiday is a National Public Holiday as stipulated by the Government of the Republic of Maldives, to a maximum of 10 Public Holidays per year, as specified by the Resort.

1.11 Day Off

Day off is one rest day each week, after a period of continuous six (6) working days, where the team member is not required to work. However, the Department Head may change the day off to suit the Resort's operational requirements.

1.12 Beneficiaries

Beneficiaries are the dependants and/or other persons appointed by team members in writing, who are entitled to some or all payments as stated by Ministry of Employment and Labour guidelines in the event of death of a team member. If such written appointment is not available, the beneficiaries shall be determined according to Government of Maldives laws.

1.13 Muslim Religion

The religion of the Republic of Maldives. The Muslim religion is the only religion allowed to be practiced in the Republic of Maldives. Maldivian Law forbids any public practice of any other religion.

1.14 Family

For married team members (spouse, children, mother and father)
For single team members (father, mother and brother, sister)

CHAPTER III: CONDITIONS OF EMPLOYMENT

1. Performance Development Review

Team members will receive a performance appraisal form who then undergo a sit-down-together with their respective Department Head/ Supervisors for performance development review at least once per year

2. Appointment & Transfer

2.1 Upon satisfactory completion of the probationary period, the Resort shall issue a letter of confirmation and the employee shall become a permanent employee.

2.2 Team member may be transferred to work in any other section, department or premises of the Resort if the necessity arises at the discretion of the Human Resources Manager and the General Manager. In the event of a transfer to another property managed by the Management Company, the length of service will be recognized and carried over to the other property (wherever feasible).

2.3 A transfer shall or shall not result in either a decrease in salary or a change from permanent to casual status.

2.4 Refusal on the part of the team member to be transferred, without a valid reason, shall constitute a valid and critical reason for his/her termination of employment.

3. Promotion

Whenever suitable vacancies exist, promotion opportunities are available for all team members who demonstrate that they can meet the profile of the position and handle increased responsibilities.

4. Resignation

The concerned team member must submit resignation in writing to the Human Resources Manager and respective Department Head according to the period of notice as specified in his/her employment contract.

CHAPTER IV: REMUNERATION AND FRINGE BENEFITS

1. Salary

- 1.1 If a scheduled pay-day falls on a declared public holiday, then salary shall be paid to the team members on the last working day of the month, preceding the holiday.
- 1.2 If team members are going on leave and the pay-day falls during his/her leave, he/she may request for an advance Salary. The Resort only gives advance earned salary (for the current month) to team members who are on annual vacation and payment will be made on the day before their departure. Request for such salary advances must be made in the prescribed form and submitted to the Human Resources Department, at least one week prior to the leave-taking date.
- 1.3 Team members who are arrested by the authorities shall not receive his / her salary and the service charge for the whole period spent in custody.

2. Ramadan Benefit

Ramadan Bonus an amount equivalent to a full month's salary may be payable in the following manner to every Employee as Ramadan Bonus (also referred to herein as Ramadan Benefit) every calendar year:

2.1. One third or any different amount of the Ramadan Bonus that may be required to be paid in accordance with the Employment Act shall be paid prior to the month of Ramadan in any calendar year;

2.2 Any remaining balance of the Ramadan Bonus shall be paid in the month of December of every calendar year, and such payment shall be made at the discretion of the Employer based on performance of the Employee

3. Service Charge

- 3.1 Service Charge is collected from guests following the Resort policy and distributed at the end of month in arrears to all the team members..
Distribution as follows
- (i) 99% to the team members
 - (ii) 1% as administration fee
- 3.2 Service charge is calculated at the end of each calendar month. The distribution of service charge will be made with the next month's salary as per Resort's policy.
- 3.3 Team members shall continue to earn service charge for prior approved paid leave as follows:
- (i) Weekly day-off and Public Holidays
 - (ii) Annual Leave
 - (iii) Sick Leave
 - (iv) Emergency Leave
 - (v) Paternity Leave
 - (vi) Circumcision Leave
 - (viii) Maternity Leave
- 3.4 Team members shall not earn service charge and deductions shall be made from the total service charge payable during days of un-productivity days as follows:
- (i) Unauthorized absence
 - (ii) Leave without pay
 - (iii) Suspension from work due to an on-going disciplinary investigation
 - (iv) Arrested under the law of the government of the Republic of Maldives
- 3.5 Pro-rated Service Charge is payable to terminated team members based on the average collection for the current month.

4. Meals

As per the employment agreement.

5. Occupational Safety and Health

- (i) Team members are obliged to observe and carry out all health and safety rules as stipulated by the Resort and the local authorities.
- (ii) All indemnification or allowances in regards to accidents at work shall be in accordance with the Company Insurance policy.

6. Annual Physical Examination

The hotel shall provide periodic health check-ups for all team members, according to schedules and in accordance with existing Government Regulations (where applicable).



7. Medical Benefit

7.1 Outpatient Benefit:

- (i) All team members on the island of Kanuhura needing to seek medical advice or treatment must consult the Resort Doctor. Only the Resort Doctor can make references to allow the team member to seek specialist and/or further treatment at the designated hospitals.
- (ii) During off duty hours, leave or others, whilst being outside of Kanuhura but still remaining in the Maldives, team members needing medical advice or treatment must first call up the Resort Doctor for a referral prior to seeking treatment at the Resort's designated hospitals. Only reasonable outpatient claims will be reimbursed if deemed necessary by the Resort Doctor and/or Hospital Doctor.
- (iii) Team members needing any overseas' medical requirements must firstly obtain a referral from the Resort Doctor with the prior approval of the General Manager. Only reasonable outpatient and inpatient claims from the government hospitals (excluding medical check-up, dental, eye and ear expenses), will be reimbursed, if deemed necessary by the Resort Doctor.
- (iv) Any other claims for outpatient treatment will only be considered if deemed necessary and must be endorsed by the Resort's Doctor. All other claims will be refused.
- (v) Abuse of this benefit will result in appropriate disciplinary action being taken.

7.2 Hospitalization Benefit:

- (i) Each team member is entitled to hospitalization benefits at the resort's designated hospital.
- (ii) In cases where the team members is off duty or on leave and treatment from the designated hospital is not possible, the Resort shall consider to reimburse reasonable medical expenses paid by the team members upon a claim submitted duly endorsed by the Resort Doctor.
- (iii) All requests for reimbursement should be made in on the Expense Claim form and accompanied by a registered doctor's medical certificate which must be approved endorsed by the Resort's doctor before submitting to the Human Resources Manager and to the General Manager for approval.

8. Housing Benefit

- 8.1 Suitable housing will be provided as per the team members' job level at no cost.
- 8.2 Housing rules and regulations will be specified and made clear to all team members and will be posted at the relevant housing buildings.
- 8.3 Any willful damages made to housing provided may result in disciplinary action and payment by the team member concerned.
- 8.4 An inventory list of housing items and equipment shall be acknowledged by the concerned team member and it is his/her responsibility to take good care of these equipment/ furniture/ fittings. Upon termination of the employment contract, these items and equipment should be signed off on the clearance form before payment of final salary. Any damages to equipment/ furniture/ fittings will be charged to team member concerned.

9. Relocation & Repatriation Benefit

As stipulated in the employment agreement.

10. Annual leave air ticket

As stipulated in the employment agreement.

11. Salary Payment during Prolonged Illness

Will be in accordance to the regulation as of the Republic of Maldives labour laws

CHAPTER V: HOURS OF WORK

1. Hours of Work

- 1.1 Working hours are determined as per your employment contract and regulated as per the Republic of Maldives labour laws.
- 1.2 All team members are required to work as per their working schedule. This may be on shifts and the hours of work shall depend on the shift they are assigned to, office hours, morning, afternoon, night or split shift.

2. Absence

- 2.1 If team member is unable to report for work at the scheduled time due to an emergency happening at home or room , he/she shall notify his/her immediate supervisor/Department Head before the beginning of duty. Any absence not notified within two (2) hours of the start of the duty time will result in disciplinary action.
- 2.2 Team members who is absent from duties must complete a Payroll and Status Authorization form on his/her return to work and the Department Head must submit the duly completed form together with the necessary attachments, e.g. Medical Certificate, Accident Report, Misconduct or Warning form, stating if the leave is to be with/ or without pay. Any sick leave request should be approved by the Resort Doctor.



2.3 Team member who leaves his/her work area without permission shall be considered as an unauthorized absence and appropriate disciplinary action will be taken against the team member accordingly.

2.4 Any unauthorized absence for 6 (six) consecutive days, the team member concerned shall be considered as having vacated his/her employment. team members resigning in such a manner shall not be entitled to any Separation Benefits from the resort and shall not be eligible for re-employment by the resort at a future date.

3. Overtime Compensation

As per the Maldivian employment act as follows

- (i) For normal day Overtime calculates 1.25 rate
- (ii) For Public Holiday & Friday normal hour calculates .5 rate
- (iii) For Public Holiday & Friday Overtime calculates 1.5 rate

CHAPTER VI: LEAVES

1. Annual leave

1.1

All permanent team members are entitled to a 30-calendar day's paid annual leave after completion of 12 months continuous service. The period of annual leave will include weekly off-days and public holidays.

1.2

Newly joined team - members after completion of nine months from the date of hire will be entitled to have prorated annual leave and annual leave ticket in advance with guarantor. Going to slow periods in the business cycle, Department Heads may request employees to take Annual Leave before completion of the full year. Employees wishing to take leave in advance of completion of one year of service must be at the request of the Department Head and the leave application must be submitted to the Human Resources Manager and the General Manager for approval.

1.3

Annual leave request must be made and approved by the Department Head at least seven (15) days in advance, using the Payroll and Status Authorisation in Fusion and forwarded to the Human Resources Manager for approval. Department Heads must get prior approval from the General Manager.

1.4

A maximum of 45 days of Annual Leave, Public Holidays and Days-Off owed may be taken at the same time, unless otherwise approved by the Department Head and Human Resources Manager.

1.5

Annual leave cannot be accumulated and carried forward to the following year unless it is withheld for a specific reason at the request of the Department Head and approved in writing by the Human Resources Manager and General Manager. Annual leave not utilised within the specified period cannot be encashed, except when an employee resigns, then only can the earned annual leave balances be paid together with final salary.

2. Sick Leave

- 2.1 Sick leave of a maximum 30 days with pay may be granted to team - members for illnesses, upon the certification of either a registered medical practitioner and with the endorsement/ certification of the Resort Doctor.
- 2.2 Sickness during annual leave period shall not be compensated.
- 2.3 If team member is unable to report for work at the scheduled time due to sickness, he/she shall notify his/her supervisor or Department Head within the first 2 hours of the sickness period. Any team member absent without timely notification will not be paid for that day and disciplinary action may be taken.
- 2.4 All sick leaves should be accompanied by a doctor's certificate from the Resort's doctor or designated hospital and any certificates from other clinics or hospitals must be countersigned by the Resort's doctor. This certificate should be given to the team - members' Resort Doctor who should complete a Payroll and Status Authorisation in Fusion and Countersign Expense Claim form (if applicable), and submit documents to the Human Resources Department. Any sick leave days without the appropriate certificate will not be paid.

3. Emergency & Compassionate Leave

- 3.1 Every employee is entitled to ten days of paid leave in a year to tend to important duties relating to caring for family.
- 3.2 Team - members must request Compassionate leave to their respective Department Head and upon recommendation from Department Head, will the Human Resources Manager approve such leaves. The General Manager approval is required for Management team - members.
- 3.3 Team members is entitle to 10 days paid leave if a immediate family due to serious illness or in case of demise of them.
 - i) For those who are married - Spouse, Children) Mother, Father.
 - ii) For those who are not married – Mother, Father, Siblings.



3.4 All request for compassionate leave must be supported by a written official report, proof or evidence on the nature of event for which the compassionate leave is requested.

3.5 Other all arrangements as per the Maldivian labour laws.

4. Maternity Leave

4.1 Maternity leave with pay 60 days is a benefit solely for female permanent team members.

4.2 A female team member who is on maternity leave shall, within seven (7) days of the birth of the child notify the date of birth to the Human Resources Department.

5. Paternity Leave/Circumcision Leave.

5.1 All male team - members are entitled to the following leave with full pay under the circumstances mentioned below.

Types of casual leaves	Leave days
Paternity Leave (birth of son/daughter) – male team members only	3 days
Circumcision –team members only	5 days

5.2 Any request for above mentioned leave must be required to be supported by a written official report, proof or evidence on the nature of event for which the leave is requested.

5.3 The above mentioned leave may not be compensated or taken at any other time other than the time of the event for which the leave is requested.

6. Public Holidays

6.1 All team members are entitled to the Public Holidays as adopted by the Resort in compliance with the National Public Holidays as stipulated by the Government of Maldives, to a maximum of 10 (Ten) Public Holidays per year. Dates that the Resort observes will be announced by the Human Resources Department at year-end for the next year.

CHAPTER VII: TEAM MEMBERS RELATIONS

1. Work Problems and Grievances

1.1 Whenever a team member has a grievance concerning his/her job, he/she should initially discuss it with his/her immediate supervisor and seek a solution. If his/her immediate supervisor cannot satisfactorily settle the grievance, he/she may present the issue to the respective Department Head.

- 1.2 If the case still has not been satisfactorily settled he/she may present the case personally or in writing to the Human Resources Manager by identifying him/herself. Anonymous letters will not be considered.
 - 1.3 Upon receipt of the grievance, the Human Resources Manager will refer the matter to the Workers' Council of the Hotel to investigate into the matter and endeavor to give a reply within seven (7) days.
 - 1.4 In the event that the Human Resources Manager cannot deal with the grievance, the case may be referred to the General Manager whose decision will be final.
2. **Employee Activities**
Team members are encouraged to participate in all team member staff activities such as staff parties, sports, cultural shows, etc. These activities will be planned and organized by the Recreation and Leisure Team of the Village Council.
 3. **Staff Notice Board**
 - 4.1 Instructions and notices pertaining to team members' duties and/or, employment, and activities will be issued by the Management from time to time and posted on the Staff Notice Board for general information.
 - 4.2 All team members are requested to read and follow these instructions posted on the staff notice board so as to have a better understanding of the Resort's policies and procedures.

CHAPTER VIII

HOUSE RULES AND REGULATIONS

1. **Personnel Records**
 - 1.1 All team members will have to submit family member's details as required by the Resort upon commencement of employment to Human Resources Department.
 - 1.2 It is the team members' responsibility to notify the Human Resources Department within seven (7) days of any changes in personal particulars, such as address, telephone number, marital status, birth of children or any other pertinent information. Changes will only be considered upon presenting of supporting documents. e.g Birth Certificate, Marriage Certificate etc.
2. **Timekeeping**
 - 2.1 Team members have to sign their daily attendance sheet placed in the working areas.
 - 2.2 Team members not signing attendance sheet may be subject to disciplinary action, which may lead to deduction of salary.



3. Accommodation & Recreation Areas

- (a) Accommodation for different levels will be provided on a certain standard depending on the availability of rooms and that the Company has the discretion to provide alternative accommodation of a reasonable standard in line with the companies' policy. An inventory list should be signed upon arrival and departure, and any discrepancies such as missing items, breakage or willful vandalism will result in deduction of salary for the cost of the items.
- (b) No food or drinks are allowed to be kept inside the staff accommodation.
- (c) The Resort accepts no responsibility for any loss of personal belongings or thefts. Any personal items of value have to be registered in Security department
- (d) Upon termination of service, the accommodation is to be vacated and the room key is to be returned to the Human Resources Department as part of the clearance procedure.
- (e) The Management reserves the right to inspect any staff rooms and toilets at any time.
- (f) In cases of investigation, Management will open cupboards, drawers in the presence of team member and this inspection will be carried out together with a security officer under the supervision of the Human Resources Department.
- (g) Team members off duty may relax and spend their free time at the Recreation and staff common areas. Consideration to others is the general rule in all team - members' areas.
- (h) Team members' gymnasium, TV room and other areas will have specific rules of conduct to follow. These rules will be visible in each area and must be respected. Any intentional disregard for the rules or other team members in these areas will be dealt with seriously.
- (i) Staffs are not allowed to change the room without prior permission from Human Resources.
- (j) Staffs are to keep their accommodation clean at all times.
- (k) All relevant cleaning materials for the rooms are provided free.
- (l) Do not smoke inside the room.
- (m) Room doors must be kept closed at all times (do not make excessive noise).
- (n) Bed Linen to be changed regularly.
- (o) Staffs are not allowed to cook food inside the room.
- (p) Social visits to others rooms after 23:00hrs and overnight sleeping is strictly prohibited.
- (q) Team members are not permitted to carry and keep additional pillows and bed linens other than allotted them by the management.

4. Uniform

- 4.1 Team members shall be provided with sufficient uniforms at no cost.
- 4.2 All team members are provided with uniforms and required to wear them correctly and with pride.
- 4.3 Any unnecessary expenses for team members' uniform, deemed by management to be due to carelessness and/or negligence, shall be



charged to the team member at cost and the team member may be subject to disciplinary action too.

- 4.4 Upon termination of employment, all uniforms must be returned to Housekeeping Department as part of the clearance procedure. Any missing items due to carelessness and/or negligence shall be charged to the team member concerned at cost.

5. Personal Behavior

- 5.1 In order to protect the image of our Resort and to become a professional in the service industry, all team members are requested to observe the following codes of personal conduct.
- (a) Do not shout/talk loudly, clap hands/snap fingers while on duty or in proximity of guest areas.
 - (b) Do not run around in the public areas.
 - (c) Do not use obscene or offensive language within the Resort, directly or indirectly at others.
 - (d) Do not touch your hair, face, ears or nose in public areas.
 - (e) Do not argue with colleagues whilst on Kanuhura Island.
 - (f) Do not walk hand-in-hand with another colleague in the guest areas and while wearing uniforms.
 - (g) Do not lean against walls, furniture, etc. whilst on duty. Keep a straight Stand straight posture.
 - (h) Do not overly fraternize with Resort guests coming to Kanuhura, although courteous social conversation is encouraged.
 - (i) Do not borrow from or lend money to colleagues.
 - (j) Do not listen to radios or tapes or play musical instruments loudly in the Resort, unless it is authorized by management.
 - (k) Do not carry personal pagers or mobile phones whilst on duty unless required by management.
 - (l) Do not smoke in Public Areas and other areas that are not designated smoking zones. It is Resort policy that cigarette butts are disposed of in ashtrays provided. Throwing of the cigarette butts carelessly will result in disciplinary action.
 - (m) Do not call guest rooms and or enter guest rooms unless required as part of duty.
 - (n) Do not linger and be intimate with guests in Resort rooms or public areas.
 - (o) Do not spit in public anywhere on the Resort.
 - (p) Do not chew betel or chewing gum whilst on duty.

6. Cultural Diversity

- 6.1 The Resort draws its strengths from the wide diversity of international professionals working together. Cross Culture training will be compulsory. Any team member deliberately resisting awareness of other cultures, religions or customs will be considered to be violating the Resort's rules & regulations.
- 6.2 Maldivian customs and the Muslim religion will be the Primary tendencies on the Island.



- 6.3 Any team member intentionally mocking or being disrespectful to another team members' religion will receive disciplinary action. Serious cases may result in immediate dismissal.

7. Professional Image

7.1 Etiquette

- (a) Always maintain eye contact to show that you are paying attention and smile when appropriate.
- (b) A friendly and courteous welcome contributes to guest's satisfaction.
- (c) Make a habit of using courteous phrases.
- (d) The team members shall remove the sun glasses when they interact with the guest.

7.2 Appearance

- (a) Through your appearance and conduct, you not only represent yourself as an individual but also the company and remember you are the first contact of the company with its guests. All team members need to be properly groomed at all times (hairstyle, name badge, shoes uniform):
- (b) A daily close shave is a must. Please make sure that you appear fresh at all times.

8. Make up & Jewelry

- i) Female team members' make up should be light and natural.
- ii) A wedding band and 2 rings can be worn. (One ring per hand and the wedding ring)
- iii) Only one gold, silver or medical bracelet is allowed (up to 1.5 cm).
- iv) No jewelry is allowed for kitchen staff.
- v) One necklace can be worn but must be tucked inside the blouse.

9. Personal Hygiene

- i) You must look neat and well groomed at all times. Use a deodorant.
- ii) Brush and floss your teeth after each meal.
- iii) A daily bath or shower is necessary before starting your shift.
- iv) Always wash your hands after visiting toilets.
- v) Food handlers should not touch food in public.

10. Earrings

- i) For male team members No clear or body piercing is allowed at work.
- ii) For female team members if you wear earrings, stick to only one simple and elegant pair, EARRINGS MUST BE PLAIN GOLD, SILVER, PEARLS OR DIAMONDS (studs or clip on 1.5 cm diameter, no dangling earrings). No earrings are allowed for kitchen staff. No nose ring is allowed at work.

11. Grooming

11.2 Male

Keep your hair length above the shirt collar and above the ears. A light gel will help keep your hair in place.

- (i) Moustache to be neat and regularly trimmed.
- (ii) Beard is not allowed.
- (iii) Keep sideburns above the earlobe.
- (iv) Cut away hairs that strays outside your nostrils and ears.

11.3 Female

- (i) Hair must be clean and in a conservative business type. It is to be kept trimmed and orderly at all times. No extreme or fad hairstyles (color, fluorescent or bright)
- (ii) Hair should be kept above the neckline or the uniform. Either in a short style or long hair should be tied in a bun which is to be kept in good condition.
- (iii) Hair accessories should complement the uniforms and the professional image of the hotel. Long hair must be tied back with a black ribbon or a clip.
- (iv) Your legs should be free from visible hair.

12. Name Badges

- (i) Wear your name badge at all times on the left chest pocket of the shirt.
- (ii) Name badge must be in good condition.
- (iii) Only wear your own name badge. Always wear it when you are on duty.

13. Finger Nails

- (i) Keep nails either short or at a manageable length.
- (ii) The shape can be oval or square.
- (iii) Only short nails are allowed for kitchen staff, no nail polish!
- (iv) Ladies should use pale neutral colors, as they are easier to maintain.

14. Alcohol Consumption

- 14.1 Maldivian Law forbids alcohol consumption for Maldivian.
- 14.2 Any expatriate found to serve alcohol to a Maldivian will be dismissed immediately.
- 14.3 Any expatriate abusing alcohol consumption may be subject to disciplinary action.
- 14.4 No team member is allowed to drink alcoholic beverage with their meals while on duty including meal breaks, unless approved by Management.



- 6.3 Any team member intentionally mocking or being disrespectful to another team members' religion will receive disciplinary action. Serious cases may result in immediate dismissal.

7. Professional Image

7.1 Etiquette

- (a) Always maintain eye contact to show that you are paying attention and smile when appropriate.
- (b) A friendly and courteous welcome contributes to guest's satisfaction.
- (c) Make a habit of using courteous phrases.
- (d) The team members shall remove the sun glasses when they interact with the guest.

7.2 Appearance

- (a) Through your appearance and conduct, you not only represent yourself as an individual but also the company and remember you are the first contact of the company with its guests. All team members need to be properly groomed at all times (hairstyle, name badge, shoes uniform):
- (b) A daily close shave is a must. Please make sure that you appear fresh at all times.

8. Make up & Jewelry

- i) Female team members' make up should be light and natural.
- ii) A wedding band and 2 rings can be worn. (One ring per hand and the wedding ring)
- iii) Only one gold, silver or medical bracelet is allowed (up to 1.5 cm).
- iv) No jewelry is allowed for kitchen staff.
- v) One necklace can be worn but must be tucked inside the blouse.

9. Personal Hygiene

- i) You must look neat and well groomed at all times. Use a deodorant.
- ii) Brush and floss your teeth after each meal.
- iii) A daily bath or shower is necessary before starting your shift.
- iv) Always wash your hands after visiting toilets.
- v) Food handlers should not touch food in public.

10. Earrings

- i) For male team members No clear or body piercing is allowed at work.
- ii) For female team members if you wear earrings, stick to only one simple and elegant pair, EARRINGS MUST BE PLAIN GOLD, SILVER, PEARLS OR DIAMONDS (studs or clip on 1.5 cm diameter, no dangling earrings). No earrings are allowed for kitchen staff. No nose ring is allowed at work.

11. Grooming

11.2 Male

Keep your hair length above the shirt collar and above the ears. A light gel will help keep your hair in place.

- (i) Moustache to be neat and regularly trimmed.
- (ii) Beard is not allowed.
- (iii) Keep sideburns above the earlobe.
- (iv) Cut away hairs that strays outside your nostrils and ears.

11.3 Female

- (i) Hair must be clean and in a conservative business type. It is to be kept trimmed and orderly at all times. No extreme or fad hairstyles (color, fluorescent or bright)
- (ii) Hair should be kept above the neckline or the uniform. Either in a short style or long hair should be tied in a bun which is to be kept in good condition.
- (iii) Hair accessories should complement the uniforms and the professional image of the hotel. Long hair must be tied back with a black ribbon or a clip.
- (iv) Your legs should be free from visible hair.

12. Name Badges

- (i) Wear your name badge at all times on the left chest pocket of the shirt.
- (ii) Name badge must be in good condition.
- (iii) Only wear your own name badge. Always wear it when you are on duty.

13. Finger Nails

- (i) Keep nails either short or at a manageable length.
- (ii) The shape can be oval or square.
- (iii) Only short nails are allowed for kitchen staff, no nail polish!
- (iv) Ladies should use pale neutral colors, as they are easier to maintain.

14. Alcohol Consumption

- 14.1 Maldivian Law forbids alcohol consumption for Maldivian.
- 14.2 Any expatriate found to serve alcohol to a Maldivian will be dismissed immediately.
- 14.3 Any expatriate abusing alcohol consumption may be subject to disciplinary action.
- 14.4 No team member is allowed to drink alcoholic beverage with their meals while on duty including meal breaks, unless approved by Management.

15. Personal Visit

- 15.1 The General Manager strictly forbids social visits from team members' friends and relatives in the Resort except with prior approval.
- 15.2 Any requests for family or friends to visit and stay at the Resort is subject to the sole discretion and approval of the General Manager.
- 15.3 Team members will not be allowed to step into Resort when they are off duty without prior permission from General Manager.

16. Core Behaviors

- 16.1 Your employment in our company and our ability to offer world class service to our guests will be based on some basic principles called our CORE BEHAVIOURS outlined below. **You should at all times make sure that this is applied consistently when dealing with guests.**
 - (a) You will seek out and use the guests name whenever possible.
 - (b) You will always address guests with eye contact and smile.
 - (c) You will warmly acknowledge and greet guests when passing and will offer assistance at every opportunity.
 - (d) When giving directions you will escort guests until the destination or direction is in clear view (not simply point).
 - (e) You will volunteer complete and thorough information without excessive prompting.
 - (f) You will always maintain attentive posture, speak discretely and behave professionally.
 - (g) You will always appear in a crisp and clean uniform with appropriate grooming, make-up, and minimum jewelery as per the grooming standards.
 - (h) Guest privacy will always be respected by never giving names or room numbers to third parties (even concessionaries), and by never announcing this information in public.
 - (i) You will exhibit excellent knowledge of the entire resort and especially its departments.
 - (j) You will take ownership of all guests' enquiries and will not direct guests elsewhere.
 - (k) The language first spoken by the guest will be maintained throughout the conversation whenever possible.
 - (l) Always answer the telephone within three rings, greet the person with courtesy and address the caller by his NAME wherever you can.
 - (m) Abide to your job requirements and any tasks put forward by your supervisor.
 - (n) No consumption of alcohol is allowed by team members on the hotel premises.



- (o) No political activities will be tolerated on the hotel premises, or the distribution of any kind of pamphlets or any propaganda material.
- (p) Vandalism or destroying hotel property, guests' or any other person's belongings is strictly prohibited and liable to severe disciplinary action.
- (q) Fighting or violent behavior with anyone within the premises of the hotel will not be tolerated. This can result in disciplinary action leading to termination of employment.
- (r) Eating, smoking and drinking are strictly not allowed in prohibited areas.
- (s) Refrain from behavior which your colleagues, supervisors, or guests would reasonably regard as dishonorable or unprofessional, like using abusive languages.
- (t) Do not shout or speak loudly in front of guests.
- (u) Always treat your colleague, the way you would have liked to be treated.
- (v) Always handle guest with concern and tactfully.
- (w) Should you be invited by a guest during your "off" days or after duty, prior permission must be sought from the hotel's General Manager.
- (x) The team members shall remove the sun glasses when they interact with the guest.

17. Guest Area

Team members are not allowed on guest floors, in guest rooms and using guest facilities, unless on specific work assignment. Permission should be sought before visiting friends or relatives staying at the hotel. Failure to do so may result in disciplinary action. Executive/HOD/Asst HOD shall be exempted from this clause however they need to obtain prior permission from the General Manager and depending upon the availability G.M shall approve

Executive/HOD/Asst HOD are allowed to have dinner from the restaurant as per the entitlement however they should wear proper dress code. However the priority should be given to the guests.

18. Courtesy

- 18.1 The first impression received by an incoming guest creates the mood for his or her entire stay. A courteous and friendly welcome as well as service is at the centre of guest's satisfaction.
- 18.2 Make a habit of using courteous phrases such as "Please", "Thank you", "Have a nice day", "May I help you", "You are welcome", only to mention but a few.



19. Honesty

- 19.1 Team members are expected to be honest.
- 19.2 Team members should not take or displace anything belonging to the hotel, the guests or to other team members, unless told so.
- 19.3 No hotel property may be taken from the premises

20. Telephone calls

Personal calls while at work are limited to emergencies only after seeking permission from your supervisor. Hotel telephone is for business purposes and may not be used to phone or call or receive personal calls unless authorized. Personal mobile phones are not to be used by team members whilst on duty. If you wish to make a call during rest or meal periods, please do use the telephone booth.

21. Smoking

Smoking is not allowed during service hours as well as in the public areas of the hotel. Refrain from smoking in all "No Smoking" areas including administration offices. **Smoking is not allowed** in public areas (changing rooms, staff restaurant...). When at the **SMOKING ZONE**, please do use ashtrays and do not dispose the cigarette butt on the floor.

22. Guest Confidentiality

- 22.1 If the performance of your duties allows you to handle confidential information, all information should never hand over reports/ statistics to outside people. Any violation of this rule will lead to severe disciplinary action or immediate dismissal.
- 22.2 Guest bathrooms and toilets are reserved for guests only unless authorized by the Management.

23. Public Area facilities

- 23.1 No team member, unless authorized by management, is permitted to use, as guest, any of the Public facilities of the hotel (i.e. guest's toilets, bar, shops, restaurant, boathouse, sports facilities).
- 23.2 Personal or family related business transactions are not permitted on the hotel premises.
- 23.3 No team member should remain on the hotel premises outside his working hours except if authorized by Management.
- 23.4 If you plan to visit the hotel with your family and friends or use the facilities as a guest, prior permission from authorized persons is required.
- 23.5 To remove articles from the Hotel requires a security pass-out duly signed by authorized persons.
- 23.6 Security Officers can inspect any package, handbag at any time and if required, you must empty the contents of your bag for inspection.
- 23.7 Removal of unauthorized item from the hotel will result in disciplinary action up to termination.

- 23.8 Lockers, washrooms and toilets are provided for your conveniences at the company's expenses, so keep them clean and tidy at all times.
- 23.9 Do not keep food, inflammable items, dirty clothing or dangerous items prohibited by law or by the company in your locker.
- 23.10 Tampering with company properties may result in disciplinary action.
- 23.11 Gambling is strictly prohibited within hotel premises.
- 23.12 Team members has to wear proper dress while they use the staff beach

24. Communication

- 24.1 Team member's communication is essential to the well being of our company. Your first line of communication and information is your immediate supervisor to whom we encourage you to express your creative ideas, questions, problems and suggestions, thus promoting an atmosphere of mutual understanding.
- 24.2 You may be asked to attend departmental meeting that are held to keep you informed about your department and company in general. You will be given the opportunity to address any concerns and offer any suggestions that affect your department, job and responsibility or the company.
- 24.3 Notice boards are located in each department or centrally for all team members. Information and notice of changes in rules and procedures will be updated regularly. Check notice boards daily to keep you informed of activities. Only authorized team members are allowed to update the notice boards.

25. Open door policy

We believe in an open door communication with our team members and encourage this policy. Should you have any problems or concerns, questions or complaints, please feel free to discuss them with your supervisor and / or Human Resource Manager.

26. Legal Involvement

- 26.1 If you are involved in any civil or criminal case, it is imperative that the company be informed in writing stating the full circumstances without delay. The letter should be sent to the Human Resource Manager.
- 26.2 On being found guilty of a misconduct, you will be given a warning letter signed by the Human Resources Manager. A copy will be filed in your personal file.



27. Lost and Found

27.1 Any money or articles found in the Resort must be handed immediately to the Housekeeping Department where full details of items found will be recorded.

27.2 If the lost property is not claimed within 6 (six) months it will be awarded to the team member who found it. However, for lost property valued over US\$500.00, a one-year guest claim waiting period is mandatory.

28. Security Check

Team members may be subject to security checks by the Resort's Security Staff at any time as required by the Management. All team members are obliged to co-operate with Security personnel at all times.

29. Disciplinary Action

29.1 Discipline at work is an attitude or behavior of an team member who obeys the current Resort's rules and regulations as well as prevalent Government rules and regulations.

29.2 Disciplinary action will be taken due to failure to comply with current regulations. However, in principle, disciplinary action is not a punishment; it is a tool to modify any attitude or behavior not in line with the Resort's expectations and or its rules and regulations.

29.3 Depending upon actions, which is considered a violation of Resort's rules and regulations, team members may be subject to the disciplinary penalties.

30. Types of Disciplinary actions:

(1) Verbal Warning

Verbal Warnings are given verbally to team members by the immediate supervisor and/ or his/her Department Head, but recorded in the appropriate Misconduct Notice form and acknowledged by the team member concerned and Human Resources Manager. Verbal warnings are valid for a period of six (6) months if the team members' concerned conduct has improved and if there is no reoccurrence of the offence.

(2) Written Warning

Written Warnings are given by the Department Head using the appropriate Misconduct Notice form and acknowledged by the team member and the Human Resources Manager. The written warning shall remain in the team members' file for a period of twelve (12) months unless the Department Head decides that it should be cancelled due to good performance and corrected behavior. If the team member refuses to sign the written warning, a witness will sign on his/her behalf and it will be noted that the team member refused to sign.

(3) Final (Written) Warning

Upon committing a second serious offence, or a combination of two minor offences and one serious offence, the Resort will issue the final written warning. This may lead to instant dismissal, if:

- a) The team member still refuses to obey a proper instruction or assignment as stated in the employment agreement or the Resort's policy and procedure.
- b) The team member intentionally or otherwise brings him/herself into such a state that he/she cannot perform the job assigned to him/her.
- c) The team member is not capable to perform any task, although he/she has been given opportunities to perform the assigned task to him /her.

In case the team member refuses to accept the warning letter the same will be recorded with two witnesses and it will be deemed to be served to delinquent team member.

30.1 Offences committed against the Laws of Republic of Maldives

- (i) Team members shall inform the Department Head concerned and / or the Human Resources Department within 1 (one) day should he / she be charged with or summoned for the breach of any of Laws of Republic of Maldives.
- (ii) The Resort may suspend the team member depending on the nature of the action.
- (iii) Further actions against the team member shall be in accordance with the existing Maldivian Labour Laws regulation.

CHAPTER IX: CLASSIFICATIONS AND RESULTS OF DISCIPLINARY ACTION

1. Classification of Disciplinary action

1.1 GRIEVOUS

Any of the stated Grievous Offences will result in immediate dismissal and termination of employment.

1.2 SERIOUS

Any of the stated Serious Offences will result in a written warning and may lead to direct dismissal if repeated.

- (i) The first offence will result in a written warning.
- (ii) The second serious offence will result in the second and final written warning.
- (iii) The third serious offence will result in immediate dismissal and termination of employment.



1.3 MINOR

- (i) Any of the stated minor offences (and other additional offences not mentioned in this document) will result in verbal and written warnings and may lead to direct dismissal if repeated.
- (ii) The first minor offence will result in a verbal warning.
- (iii) The second minor offence will result in a first written warning.
- (iv) One more minor offence will result in the second written warning and one more additional minor offence will result in the final written warning.
- (v) Two minor offences plus one serious offence will result in the final warning before dismissal. Any additional offence will result in instant dismissal and termination of employment.
- (vi) Two minor offences plus two serious offences will result in instant dismissal and termination of employment.

It is to be noted that all disciplinary actions must be documented and signed by the Department Head and acknowledged by the team member before submitting to the Human Resources Manager for record purposes.

2. Result of Disciplinary action

2.1 Grievous offences: Immediate dismissal and Termination of employment

- 1. Committing immoral behavior within the Resort, including racial, sexual, or religious discrimination.
- 2. Lingering and be intimate with guests in Resort rooms or public areas.
- 3. Calling guest rooms and/or Entering guest rooms unless required as part of duty.
- 4. Peeping in guest or team member areas.
- 5. Misappropriation of Resort funds or property.
- 6. Misuse of position for personal interest in any form or manner for favor detrimental to the Resort.
- 7. Removal, disclosure or releasing of confidential information of the Resort, including the giving of false information about the Resort.
- 8. Staying on the Resort under the heavy influence of alcohol or any form of narcotics or harmful drugs.



9. Being in possession of or storing/selling drugs on the Kanuhura Resort.
10. Purposely creating motions or actions eg. Throwing of lighted cigarette butts carelessly, that may cause danger to guests or team members.
11. Falsely or forge certificates, reference letters or Resort's records.
12. Theft or misappropriation of guest, Resort or team members' property.
13. Provoking or instigating a fight during or outside of working hours on Kanuhura. Insulting/threatening/assaulting or fighting with superiors, guest and / or fellow team members.
14. Carrying fire arms, explosives or any other dangerous items in the Resort.
15. Being employed by, work for, Working for any another employer for additional income.
16. Willful and deliberate destruction of property belonging to the resort, guest or team member.
17. Unauthorized absence without permission for six (6) consecutive days.
18. Violation of Maldivian Criminal Law in General, other than offences mentioned above both within or outside the Resort
19. Privately exchanging foreign currency for guests.
20. Purposely showing disregard or cruelty and/or mocking a fellow team members' religion, culture or custom.
21. Leaving Resort during working hours without permission.
22. Gross disobedience and/or in-subordination.
23. Soliciting or accepting gifts or benefits from any person, firm, company or organization for one's own advantage.

2.2 Serious Offences: Written Warning to be issued

1. Posting or removing notices on the Bulletin board without Resort approval.
2. Using another badge or pass, or permitting any other person to use your badge or pass to enter Resort premises.
3. Gambling for money or sorts in any form on the Kanuhura Resort.
4. Leaving Department during working hours without permission.



5. Absenteeism or lateness of more 15 minutes in 3 occasions in a calendar month.
6. Failure to undergo medical examination as required.
7. Interfering or refusing to co-operate with co-workers in the performance of their duties.
8. Violating safety rules or safety practices including unauthorized operation of tools, machinery or equipment failure to wear specified safety equipment.
9. Deliberately restricting productivity and creating waste or poor quality material due to carelessness.
10. Making false, viscous or malicious statements concerning any team members, the Resort or its service.
11. Soliciting or accepting from any person, firm, company or organization to advantage his/her personal benefits.
12. Moving from allocated accommodation/rooms without the prior documented approval of the Human Resources Department.
13. Sleeping outdoor or in the room of/with another team member unless requested or authorized by management.
14. Use of obscene, abusive language against fellow team member, management or guest.
15. Overstaying a leave of absence for a period of 48 hours or more.
16. Selling of goods on the island unless authorized by the Management.
17. Fraternizing with guests coming to Kanuhura, although courteous social conversation is encouraged.
18. Listening to radios or tapes or play musical instruments loudly in the Resort, without being unless it is authorized by the Management.
19. Carrying of personal pagers or mobile phones whilst on duty unless required by the Management.
20. Unauthorized taking out / consumption of food and beverage items at any F&B outlets including EDR and Staff Cafeteria



2.3 Minor Offences: Verbal Warning to be issued

1. Stopping work before shift ends, stretching breaks or otherwise wasting time.
2. Sleeping on job during working hours.
3. Intentionally not signing daily attendance and or omitting to do so on a regular basis.
4. Failure to wear proper uniform including name tag and refusal to show. ID card upon request of authorized personnel.
5. Entering restricted area without specific permission.
6. Smoking in prohibited areas.
7. Creating or contributing to unsanitary conditions by poor housekeeping of work area, accommodation areas, or common recreation areas.
8. Spitting in any areas of the Resort unless in the privacy of own room or team member bathroom.
9. Chewing gum or betel whilst on duty.
10. Littering and disposing of garbage anywhere in the Resort other than into garbage bins provided. All garbage must be disposed of in garbage bins provided and disposing of cigarette butts in any other area than allocated ashtrays.
11. Shouting/talking loudly, clapping hands/snapping fingers while on duty or in proximity of guest areas.
12. Arguing with colleagues whilst on Kanuhura Island.
13. Borrowing from or lending money to colleague.



CHAPTER X: SEPARATION BENEFITS

Reason	Payment
Termination at the request of the Management	Notice in-lieu (as per employment)
	Owed leave, public holiday & off-day
	Repatriation cost to point of hire
Termination with cause	Basic salary paid up to the date of termination
	Owed leave, public holiday & off-day
	Repatriation cost to point of hire
Resignation	Basic salary paid up to last working date
	Owed leave, public holiday & off-day
Death	Termination allowance. salary paid till the last working day of the deceased team member
	Salary up to last working date
	Owed leave, public holiday & off-day
	Condolence allowance at the discretion of the management



ACKNOWLEDGEMENT

1. I have read and fully understand all the rules and regulations as specified in this Resort's Rules & Regulations booklet, and I agree to comply with them. I understand that violating any of the Resort's Rules & Regulations is grounds for disciplinary action and possible termination.
2. When I leave the employment of this Resort, I understand that I will have an exit interview with the Human Resource Department. At the same time, together with all uniforms, name tags, Identity Card, and /or any property belonging to the Resort, must be returned. If any or all of these items are not returned, I hereby authorize the Resort to deduct the replacement value from my final payment for any such items.
3. I acknowledge that my employment at this Resort is at will and may be terminated by either party as per the employment agreement that I have signed.
4. This Rules & Regulations booklet is presented as a guidance for team members and I realize that this booklet contains descriptions and explanations of the policies and practices, procedures, and benefits available to team members at the time of employment and may be changed, amended, or modified by the Resort at any time without notice.
5. This acknowledgement has been completed during my orientation and is hereby returned to the Human Resources Department for my personal file.

Team Members name: _____

Signature of team member

Employee" Number: SRLKNU-_____

Date :



نمبر 17: 17 جنوری 2013

[illegible][illegible][illegible][illegible]

Kanuhura
Limited
Makurra

CERTIFICATE OF EMPLOYMENT

This is to certify that **Mr. MOHAMED ABDHUL GANEE** Citizen of
Maldives holding identity card number **A270685** has been in
employment with **SRL Kanuhura Ltd** from **11th October 2008** to
15th March 2012 as a **Villa Attendant**.

We thank him for the contribution during his tenure of service with us
and wish him plenty of success in his future career.



Dhakshina Moorthy
Acting Human Resources Manager

Date: **15th March, 2012**

17/02/12	ghom	128	101	m	michele	22:40	Betty's house	in a car
17/02/12	Malabogem	408	01	in	Hadley	2:30		Med
17/02/12	Maramba	409	01	in	Hadley	2:30		
17/02/12	Krisch	181	01	in	Hadley	4:15		
17/02/12	Khsh	151	01	in	Hadley	21:00		
19/02/12	384	131	02	emad's	Hadley	9:00		
21/02/12	thamoth	121	01	in	Hadley	13:00	in a car	Thamoth
23/02/12	ghom	128	01	in	Hadley	17:35	hussein	
23/02/12	ghom	167	01	in	Hadley	17:35		
23/02/12	ghom	166	01	in	Hadley	17:35	brahim	Thamoth
23/02/12	ghom	165	01	in	Hadley	17:35	ghom	ghom
24/02/12	ghom	168	01	in	Hadley	20:00	ghom	ghom
24/02/12	ghom	131	01	in	Hadley	13:38	ghom	ghom
24/02/12	ghom	132	01	in	Hadley	10:00	ghom	ghom
28/02/12	Tangueh	409	01	in	Hadley	20:30	Mohamed	Mohamed
29/02/12	ghom	163	01	in	Hadley	17:55	ghom	ghom
1/3/12	Schott	125	01	in	Hadley	17:55	ghom	ghom
08/03/12	Hackabogem	123	01	in	Hadley	9:15	ghom	ghom
03/03/12	ghom	159	01	in	Hadley	11:45	ghom	ghom
03/03/12	ghom	166	01	in	Hadley	18:28	ghom	ghom
03/03/12	ghom	164	01	in	Hadley	18:28	ghom	ghom
05/03/12	ghom	142	01	in	Hadley	21:00	Siraj	ghom