

Habibullah Ahmed

From: Shehzad Shaikh
Sent: Sunday, March 19, 2023 12:35 PM
To: Habibullah Ahmed
Cc: Belal Ayyubi; Hamdy Abo Al Qassim
Subject: FW: approval required for personal loan request of five QDC employees

fyi

Thanks and Regards

Shehzad Shaikh
Manager - Human Resources



qatar detergent co.
الشركة القطرية للمنظفات

Qatar Detergent Co. W.L.L
P.O. Box - 6983, Doha – Qatar
Tel : +974-44238705 | Fax :+974-44601921 | Mob : +974-55746948
Email : shehzad@qdcl.qa | Web : www.qdcl.qa

From: Anjum Hussain <anjum@zad.qa>
Sent: Sunday, March 19, 2023 11:29 AM
To: Shehzad Shaikh <shehzad@qdcl.qa>
Subject: FW: approval required for personal loan request of five QDC employees

Dear Shehzad,

Please find enclosed email approval for your reference and action.

Thanks and Regards,



Zad Holding Company Q.P.S.C

P.O. Box- 1444, Doha - QATAR
Tel : +974-44489607 | Fax: +974-44438137 | Mob: +974-55830098
Email : anium@zad.qa | Web : www.zad.qa

From: Tarique Mohammad <tarique@zad.qa>

Sent: Sunday, March 19, 2023 11:27 AM

To: Anium Hussain <anium@zad.qa>

Subject: Re: approval required for personal loan request of five QDC employees

Ok

Sent from my iPad

On Mar 10, 2023, at 2:47 AM, Anium Hussain <anium@zad.qa> wrote:

Dear Sir,

We have received personal loan request from following five employees of QDC.

This request has been recommended by Mr. Hamdy as special consideration.

The details of employees are :

Name	Abdel Gawwad	Abdul Hakik Mu	Enam Husain	Motim Musalmam	Bakri Kamal Hassan Ibrahim
Emp Code	338	953	211	218	515
Designation	Customs Officer	Labor	Office Boy	Office Boy	Chemist

Date of Joining	08-Nov-14	01-Aug-18	Hospital Treatment For Mother	Sons Marriage	02-Jun-05	26-Nov-07	02-Jun-05	13-Oct-18
Reason for Personal Loan	House Repairs			Sons Marriage			Sons Marriage	Sisters Marriage
Basic Salary (QAR)	3,300	1,000		1,500	1,400		4,200	
Gross Salary (QAR)	5,150	1,400		3,500	1,800		8,000	
Amount Requested (QAR)	12,000	4,000		6,000	6,000		18,000	
Loan to be Granted (QAR)	8,000	2,500		6,000	6,000		12,000	
Total EOSB (as on 9th March 2023)	22,221	3,720		18,528	20,103		14,945	
75 % of EOSB	16,666	2,790		13,896	15,077		11,209	
Deduction per month (QAR)	800	250		600	600		1200	
Number of Instalments for recovery	10	10		10	10		10	
GM Recommendations	Yes	Yes		Yes	Yes		Yes	

Current employees having loan are 32 in QDC and the loan amount outstanding with employees is QAR 82,930/-

Submitting this employee request for your consideration and approval.

Thanks and Regards,

Anjum Hussain
Senior Manager - Human Resources & Admin

<image001.png>

Zad Holding Company Q.P.S.C

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