

236000056



ALCAT ASPHALT PLANT

Period From: 04-May-2022 To: 04-Apr-2023	
LEAVE ENCASHMENT	OF Mr.GOPILAL SHRESTHA
UPTO	4-Apr-23 0/2858
DEPARTMENT	OPERATION
DESIGNATION	WATCHMAN

Basic salary	QR	1,375
HRA	QR	-
Transport Allowance	QR	-
Telephone Allowance	QR	-
Food Allowance	QR	-
Other Allowance	QR	-
Total Package	QR	1,375
Service Duration	18 Years 0 Months 8 Days	
Leave Category	30	
Appointment date	27-Mar-05	
Joining/Rejoining/Encashment date	4-May-22	

LEAVE ALLOWANCE		Qr
From	4-May-22 to 4-Apr-23	
$(335 \times 30) / 335 =$		30.00 days
30.00	days @ Qr	45.83
		1,375
AIR TICKET		
Amount of air fare		2,280
Doha- Kathmandu -Doha Economy Class		
Self		
Full Fare QR. 2280		
NET TOTAL		3,655
(Qrs.Three Thousand Six Hundred Fifty Five Only)		

Prepared by Mohammed Zayani Sr. Accounts Officer	Verified by Zuhair Ahmed Sr. Executive - HR	Verified by Mohamed Binas Manager - Finance	Verified by Kamaludeen Aboobaker General Manager
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I, Gopilal Shrestha received with thanks from ALCAT ASPHALT PLANT, the sum of Qrs 3,655(Qrs.Three Thousand Six Hundred Fifty Five Only) towards my Leave Encashment from 04-May-22 to 04-Apr-23 vide Cheque No 00001368 dated 13-Apr-23

Name **GOPILAL SHRESTHA**

Signature _____

Date _____

Leave Requisition Form**Part 1 (To be filled by Employee)**

Date of Initiation: 21-02-2023

Full Name : Gopika Shrestha

Job Title : Watchman

Employee Code : 2858

Department : Operations

Business Unit : Asphalt

Leave Type

Annual []

Encashment [✓]

Leave Without Pay []

Leave With Pay []

Leave Information

Leave From:

Leave up to:

No of Days:

Return to duty date:

Contact Details while on vacation

Telephone No.:

Mobile No.:

Address:

Email ID:

Backup employee during leave period based on discussion with Dept. Head:

Signature of backup employee:

Signature of Employee

Part 2 (Department Approval - to be filled by Department Head)

Remarks (if any):

Signature of Department Head

21/02/2023

Date

Part 3 (Leave Eligibility - to be filled by HR)

DOJ : 27/03/2005

Total leave taken : —

Passport Expiry : —

QID Expiry : —

Leave Passage & Dependent Details:

30 days Leave salary up to 04/04/2023.
Sector - Doha - Kathmandu - Doha.
Economy class air ticket for self.

Unit - HR & Admin

Part 4 (Final Approval - to be filled by CEO/GM/VP)

No of Days:

Signature:

Date:

	Fare sheet for the Month of APR 2023								
ISLAMABAD	PAKISTAN		1300	1060	260		2200	1980	490
KARACHI	PAKISTAN		1300	1060	260		2200	1980	490
KATHMANDU	NEPAL		1280	1050	280		2280	1900	480
KANNUR	INDIA		1400	1400	370		2500	2500	600
KABUL	AFGANISTAN		1550	1230	260		2930	2260	390
KHARTOUM	SUDAN		2080	1720	380		3450	2750	750
KUALALUMPUR	MALAYSIA		2950	2300	350		5050	4040	660
KOLKOTTA	INDIA		1450	1250	350		2550	2100	550
LAGOS	NIGERIA		2550	2000	460		4400	3530	740
LUKNOW	INDIA		1550	1350	520		2800	2250	530
LAHORE	PAKISTAN		1300	1060	260		2200	1980	490
MOGADISHU	SOMALIA		2450	2100	380		4100	3600	680
MUMBAI	INDIA		1550	1350	380		2680	2220	580
MANILA	PHILIPPINES		1750	1400	350		3000	2450	580
MADURAI	INDIA		1450	1450	300		2850	2850	610
MANGALORE	INDIA		1450	1450	280		2850	2850	610
MUSCAT	OMAN		1200	1000	300		2150	1840	480
NAIROBI	KENYA		2150	1700	400		3700	3100	680
NAGPUR	INDIA		1550	1550	340		2650	2650	1010
PUNE	INDIA		1580	1580	340		2700	2400	1140
PATNA	INDIA		1550	1550	340		2650	2650	1010
PESHWAR	PAKISTAN		1300	1060	260		2200	1980	490
SANAA	YEMEN								
SRINAGAR	INDIA		1580	1580	340		2700	2400	1140
TRICHY	INDIA		1800	1420	280		3400	2750	500
THRIVANTHAPURAM	INDIA		1680	1400	350		2850	2300	550
TUNIS	TUNISIA		2750	2160	480		4250	3400	780
VADODARA	INDIA		1600	1600	500		2800	2800	1180
VARANASI	INDIA		1600	1600	500		2800	2800	1180

DM

State Of Qatar

Residency Permit



دولة قطر
رخصة إقامة

ID.No: 28152408162

الرقم الشخصي:

D.O.B.: 16/11/1981

تاريخ الميلاد:

Expiry: 25/03/2024

الصلاحية:

نيپال

الجنسية:

Nationality: NEPAL

Occupation: عامل

المهنة:

الاسم: جوبيلال شريستا



Name: GOPILAL SHRESTHA

Passport Number:

08011945

رقم جواز السفر:

Passport Expiry:

30/10/2024

تاريخ انتهاء الجواز:

Serial No:

32028152408162

الرقم المسلسل:

Residency Type:

عمل

نوع الرخصة:

Employer:

شركة العطيه للمقاولات والتجارة

المستفيد:

مدير عام الإدارة العامة للجوازات
General Director of the General
Directorate of Passports

توقيع حامل البطاقة
Holder's signature

G O P I L A L

