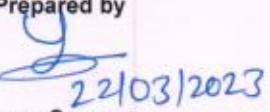
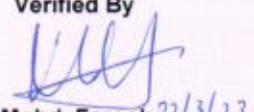
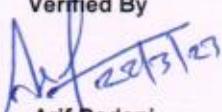


Doc Type	HR	Vendor	Invoice	Normal document
Doc. Number	2333000038	Company Code	1101	Fiscal Year 2023
Doc. Date	22.03.2023	Posting Date	22.03.2023	Period 03
Calculate Tax	<input type="checkbox"/>			
Ref. Doc.				
Doc. Currency	QAR			

It	PK	Account	Short Text	Tx	Cost Ctr	Order	Amount	Text	Assignment	Vendor	CostC	Profit_Ctr
1	31	901614	Inam Ur Rehman				7,050.00-	LEAVE ENCASIMENT OF INAM UR REHMAN - 2139		901614		
2	40	207001	Pay-Leave Salary				4,500.00	LEAVE SALARY-5800 (11/03/22 to 26/02/23 - 17 DAYS	23330000382023			1101020
3	40	207002	Pay-Air Fare				2,550.00	LEAVE PASSAGE - 2550 (11/03/22 to 26/02/23 17 DAY)	23330000382023			1101020

DANDY COMPANY LTD. (Plastic Factory)

Period From: 11-March-2022 To: 26-February-2023			
LEAVE ENCAHMENT	OF Mr.INAM UR REHMAN		
UPTO	26-Feb-23		0/2139
DEPARTMENT	Production		
DESIGNATION	Production Supervisor		
Basic salary	QR	3,000	
HRA	QR	1,500	
Transport Allowance	QR	100	
Telephone Allowance	QR	-	
Food Allowance	QR	-	
Other Allowance	QR	-	
Total Package	QR	4,600	
Service Duration	4 Years 11 Months 15 Days		
Leave Cateogry	30		
Appointment date	11-Mar-18		
Joining/Rejoining/Encashment date	11-Mar-22		
LEAVE ALLOWANCE	(AFTER DEDUCTING 17 DAYS OF DELAY IN REJOINING)		Qr
From 11-Mar-22	to 26-Feb-23		
(335 x 30) / 335 =	30.00 days		
30.00 days @ Qr	100.00		3,000
HOUSE RENT ALLOWANCE			
From 11-Mar-22	to 26-Feb-23		
30.00 days @ Qr	50.00		1,500
AIR TICKET			
Amount of air fare			2,550
Doha-Bangalore-Doha	Economy Class		
Self			
Full Fare QR. 2550			
NET TOTAL			7,050
(Qrs.Seven Thousand Fifty Only)			
Prepared by  Imran Sarguro Sr. Executive - Finance	Verified By  Mohd. Farook Manager-HR	Verified By  Arif Dadani Manager - Finance	
I, received with thanks from M/s. DANDY Company Ltd., the sum of Qrs 7,050(Qrs.Seven Thousand Fifty Only)towards my Leave Encashment from 11-Mar-22 to 26-Feb-23 vide Cheque No. CHQ. # 00001203.			
Name INAM UR REHMAN			
Signature			
Date			



DANDY HUMAN RESOURCES

20-3-23

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

Date of Initiation: 15-03-2023

Full Name :	INAM-UZ-REHMAN		
Job Title :	Supervisor	Employee Code :	2139
Department :	PRODUCTION	Business Unit :	Premier Plastic Company
Leave Type			

Annual []	Encashment <input checked="" type="checkbox"/>	Leave Without Pay []	Leave With Pay []
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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

*Reh, 15/03/2023***Part 2 (Department Approval – to be filled by Department Head)**

Remarks (if any):

Reh, 15/03/2023

15/03/2023

Date

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

DOJ : 11 Mar 18	Total leave taken : —
-----------------	-----------------------

Passport Expiry : —	QID Expiry : —
---------------------	----------------

Leave Passage & Dependent Details:

*1/20 - Bangalore - 1/20 for self economy class.**Reh*

Unit - HR & Admin

Part 4 (Final Approval – to be filled by MD/GM)

No of Days :	Signature :	Date :
--------------	-------------	--------

20 MAR 2023

1/Confidential/DHRP-LRF/V-1.9

** Leave entitlement defer by 17 days.***received**

21/03/2023

© 04:20 PM

Fare sheet for the Month of FEB 2023

Destination	Economy Class - OW			Economy Class - RT		
	Adult	Child	Infant	Adult	Child	Infant
ABUJA	NIGERIA	2920	2510	280	4900	3980
AMRITSAR	INDIA	1730	1350	340	2900	2450
AMMAN	JORDAN	1580	1180	300	2600	2200
ASMARA	ERITREA	2250	1950	290	3800	3500
AHMEDABAD	INDIA	1850	620	350	2800	2250
ALGERIS	ALGERIA	2270	1850	450	3600	2800
ALEXANDRIA	EGYPT	1200	950	320	2000	1600
AURANGABAD	INDIA	1550	1300	250	2550	2550
ADDIS ABABA	ETHIOPIA	1550	1250	290	2850	2400
BANGALORE	INDIA	1450	1150	290	2550	1950
BELGAUM	INDIA	1550	1550	360	2850	2850
BHOPAL	INDIA	1550	1550	350	2650	2650
BEIRUT	LEBANON	1380	1100	280	2300	1850
CALICUT	INDIA	1450	1120	210	2400	1950
CASABLANCA	MOROCCO	2500	1930	320	3980	3200
CAIRO	EGYPT	1000	850	210	1650	1380
COCHIN	INDIA	1450	1100	300	2300	1900
CHENNAI	INDIA	1550	1200	240	2550	2100
COLOMBO	SRI LANKA	1550	1240	300	2550	2120
COIMBATORE	INDIA	1450	1450	500	2650	2250
CHITTAGONG	BANGLADESH	1450	1160	300	2950	2420
DAMASCUS	SYRIA	1680	1300	290	2950	2350
DELHI	INDIA	1450	1250	350	2650	2200
DHAKA	BANGLADESH	1350	1150	330	2850	2320
FAISALABAD	PAKISTAN	1350	1100	210	2550	2100
GOA	INDIA	1450	1250	350	2800	2360
HYDERABAD	INDIA	1450	1250	350	2550	2100
ISTANBUL	TURKEY	1750	1390	310	2800	2220

Fare sheet for the Month of FEB 2023						
ISLAMABAD	PAKISTAN	1000	850	220	2000	1800
KARACHI	PAKISTAN	1000	850	220	2000	1800
KATHMANDU	NEPAL	1100	950	250	2000	1700
KANNUR	INDIA	1300	1300	340	2000	2000
KABUL	AFGANISTAN	1550	1230	260	2930	2260
KHARTOUM	SUDAN	1980	1640	380	3250	2600
KUALALUMPUR	MALAYSIA	2950	2300	350	5050	4040
KOLKOTTA	INDIA	1450	1250	350	2550	2100
LAGOS	NIGERIA	2300	1750	420	4000	3350
LUKNOW	INDIA	1400	1200	480	2600	2050
LAHORE	PAKISTAN	1000	850	220	2000	1800
MOGADISHU	SOMALIA	2450	2100	380	4100	3600
MUMBAI	INDIA	1450	1250	350	2550	2100
MANILA	PHILIPPINES	1750	1400	350	2850	2300
MADURAI	INDIA	1350	1350	280	2650	2650
MANGALORE	INDIA	1350	1350	250	2650	2650
MUSCAT	OMAN	1100	900	280	1900	1640
NAIROBI	KENYA	2150	1700	400	3500	2900
NAGPUR	INDIA	1450	1450	310	2500	2500
PUNE	INDIA	1450	1450	310	2600	2300
PATNA	INDIA	1450	1450	310	2500	2500
PESHWAR	PAKISTAN	1000	850	220	2000	1800
SANAA	YEMEN					
SRINAGAR	INDIA	1450	1450	310	2500	2500
TRICHY	INDIA	1450	1300	280	2750	2250
THRIVANTHAPURAM	INDIA	1550	1280	400	2550	2100
TUNIS	TUNISIA	2600	2000	350	3900	3100
VADODARA	INDIA	1400	1400	470	2600	2600
VARANASI	INDIA	1400	1400	470	2600	2600



بنك دخان
DUKHAN BANK

Main Branch

شركة
Corporate

رقم الشيك
Cheque No. 00000484

Date March 10, 2022

إدفعوا لأمر
أو لحامله

Pay to the order of
or bearer

Mr. Inam Ur Rehman Shaik Muneer

Amount
in words

Five Thousand Nine Hundred Eighty Only **

المبلغ
بالحرروف

رقم
Q.R

5,980.00

DANDY CO

A/C No. 1000-01907-057

Signature

التواقيع

Please do not write or stamp in the space below this line

الرجاء عدم الكتابة أو وضع ختم أسفل الخط

00000484 016340 200151 00000 10000 190705 ??

Dandy Company LTD (Plastic Factory)

Doha, PO Box 2239, Qatar

Statement of Leave Salary Encashment

LEAVE ENCASHMENT OF Mr. Inam Ur Rehman

UPTO

9-Feb-22

Emp.code 2139

Department Production

Designation Production Supervisor

Column1	Column2	Column3	Column4	Column5	Column6
Basic salary		QR	3000		
HRA		QR	0		
Other Allowance		QR	0		
Leave Category			30		
Appointment date			11-03-18		
Joining/Rejoining/Encashment date			11-03-21		

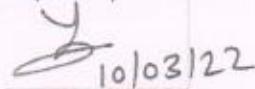
LEAVE ALLOWANCE

From	11-Mar-21 to		9-Feb-22	335.00
(30 / 335 =	30.00 days			
	30.00 days @ QR		100.00	3,000.00
AIR TICKET		Adult		
Amount of air fare - Sector (Doh-Bangalore-Doh)			2,980	
Ticket Eligibility - Self			1.00	
Total Amount Eligible			2,980	
Air Ticket Encashment				2,980.00

NET TOTAL

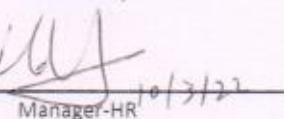
(QRs Five Thousand Nine Hundred and Eighty only)

Prepared By


10/03/22

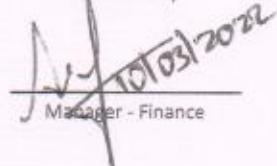
Finance Executive

Verified By


10/03/22
Manager-HR

5,980.00

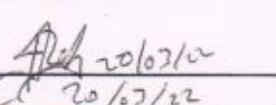
Verified By


10/03/2022
Manager - Finance

I, Inam Ur Rehman received with thanks from M/s DANDY Company Ltd.
the sum of QRs 5,980.00 (QRs Five Thousand Nine Hundred and Eighty only)
towards my Leave Salary Encashment from 11-03-2021 to 09-02-2022

Name Inam Ur Rehman

2139


10/03/22

Emp. No.

Signature

Date

State Of Qatar
Residency Permit



دوّلّة قّطّر ٢٠١٣٩
رّخصة إقّامة

ID.No: 28935643691

الرّقم الشخصي:

D.O.B.: 20/01/1989

تارّيخ الميلاد:

Expiry: 07/03/2024

الصلّاحيّة:

الهند

الجنسية:

Nationality: INDIA



Occupation: مشرّف عام

المهنة:

الاسم: انعام الرحمن شيخ منير

Name: INAM UR REHMAN SHAIK MUNEER

Passport Number:

R2097953

رّقم جواز السّفر:

Passport Expiry:

12/06/2027

تارّيخ التّهّادِيِّةِ لِلْجَوازِ:

Serial No:

30528935643691

الرّقم المُسْتَقْدِمُ:

Residency Type:

عمل

نوع الرّخصة:

Employer:

شركة داندي المحدودة

المسْتَقْدِمُ:

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

توقيع حامل البطاقة

Holder's signature

