



بنك دخان
DUKHAN BANK

Main Branch

شركات
Corporate

رقم الشيك
Cheque No. 00009653

Date 07-May-2023 التاريخ

Pay to the order of
or bearer

** MOHAMMED FENHAS ABDUL SAMADU **

إدفعوا لأمر
أو لحامله

Amount
in words

** TEN THOUSAND NINE HUNDRED THIRTY FIVE ONLY **

المبلغ
بالحروف

رق
Q.R

10,935.00

UMMSAID BAKERY

A/C No. 1000-00792-506

Signature التوقيع

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

الرجاء عدم الكتابة أو وضع ختم أسفل الخط

0000965301634020015100000100000792506

Ummsaid Bakery Qatar

Al Meena Street

P.O Box 1444 Doha Qatar

E-mail: info@qbake.qa



Payment Advice

Payment Date : 07.05.2023

Document Number : 2360002639

GL Account :

Payee Name :

Exchange rate :

Remarks : FF MOHAMMED

FENHAS#4481

Payment Method :

Ref.Document.no	Document Date	Document Amount	Other Deduction	Net Amount	Curr
00009653	07.05.2023	10,935.00	0.00	10,935.00	QAR
		10,935.00	0.00	10,935.00	QAR

Payment Detail(s)

Bank's Name / A/c No.	Cheque Number	Instrument Date	Amount	Currency
DUKHAN BANK	00009653	07.05.2023	10,935.00	QAR
100000792506		Total :	10,935.00	QAR

Amount in words : Qatari Riyal Ten Thousand Nine Hundred Thirty-Five Only

Kindly acknowledge the receipt

Thanking You

Prepared By

Verified By

Authorized By

Receiver's Signature

Document Date/Time:07.05.2023/16:27:57

Ummsaid Bakery

(A subsidiary of Zad Holding Company Q.P.S.C.)

كيوبيك
Qbake

مخبز مسعيد

(مملوك لشركة زاد القابضة ش.م.ق.ع.)

Service Period From: 07-04-16 To 26-04-23		MOHAMMED FENHAS ABDUL SAMADU	
FULL AND FINAL SETTLEMENT OF Mr. USB		26-Apr-23 103443 - 4481	
TO BE RECEIVED ON		Sales	
DEPARTMENT		Van Salesman	
DESIGNATION			
Basic Salary		QR	1,500
HRA		QR	-
Transport Allowance		QR	-
Telephone Allowance		QR	-
Cost of Living Allowance		QR	-
Food Allowance		QR	-
Other Allowance		QR	1,500
Total Package		7 Years 0 Months 19 Days	30
Service Duration		7-Apr-16	7-Apr-22
Leave Category		7-Apr-22	7-Apr-22
Appointment date		7-Apr-22	7-Apr-22
Joining/Rejoining/Encashment date		7-Apr-22	7-Apr-22
Payment Type		7-Apr-22	7-Apr-22
SALARY			
BASIC SALARY			
From	1-Apr-23	to	26-Apr-23
	0	days @ Or	50.00
OVERTIME & COMMISSION			
OVERTIME	Mar-23	Apr-23	Mar-23
Normal	0	0	0.00
Holiday	0	42	0.00
			393.75
COMMISSION			
Mar-23	Apr-23		
0	006		606
LEAVE SALARY FOR 2021-2022			
BASIC SALARY	7-Apr-22	to	8-Mar-23
From	(335 x 30) / 335 =	30.00	days @ Or
	30.00	days @ Or	50.00
			1,500
BASIC SALARY	7-Apr-23	to	26-Apr-23
From	(335 x 30) / 335 =	1.70	days @ Or
	1.70	days @ Or	50.00
			85
AIR TICKET EXIT			
Amount of air fare			
DOHA-Colombo			
SELF			
Full Fare QR			
END OF SERVICE BENEFITS			
From	07-Apr-2016	to	26-Apr-2023
	(2576 Days)		8,550
(1500 x 21 / 26 x 2576 / 365)			
Less: Recovery on account of loan and advances paid for expenses as per attached working.			
Less: Unauthorized absenteeism 00 day in 2023.			
NET TOTAL			
(200)			
10,935			
(Qrs. Ten Thousand Nine Hundred Thirty Five Only)			
Prepared by	Verified by	Verified by	Approved by
01/05/23	7151123	09 MAY 2023	
Anwar Qazi	Mohamed Asthak	Sameer Mohammed	Saheem Bhat
Manager HR & Admin	Chief Accountant	Sr. Finance Manager	General Manager
I, the undersigned Mohammed Fenhas Abdul Samadu declare that I have received with thanks from Ummsaid Bakery all my dues relating to salary, leave salary and end of service totaling QR.10,935(Qrs.Ten Thous and Nine Hundred Thirty Five Only) vide			
Cheque No.			
I further declare that by receiving the total amount stated above, no further amounts of any type or origin remain due from Ummsaid Bakery to myself, successor or legal heirs and my signature below should be considered as a final and			
comprehensive settlement and discharge which cannot be revoked by me, successor or legal heir for any reason whatsoever.			
MOHAMMED FENHAS ABDUL SAMADU			
Name			
Signature			
Date			

State Of Qatar
Residency Permit



دولة قطر
رخصة إقامة

ID.No: 28814413241 الرقم الشخصي:
D.O.B.: 07/01/1988 تاريخ الميلاد:
Expiry: 26/01/2023 الصلاحية:

سريلانكا

الجنسية:

Nationality: SRILANKA

Occupation: سائق

المهنة:

الاسم: محمد فينحاس عبد الصمد

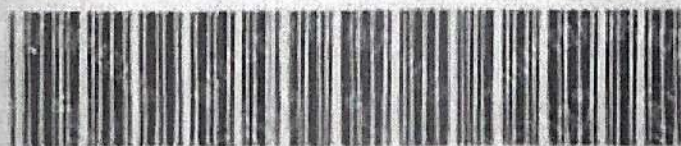


Name: MOHAMMED FENHAS ABDUL SAMADU

Passport Number: N7709901 رقم جواز السفر:
Passport Expiry: 04/07/2028 تاريخ انتهاء الجواز:
Serial No: 30728814413241 الرقم الممثل:
Residency Type: عمل نوع الرخصة:
Employer: الشركة القطرية للصناعات الغذائية (فونكو) المستقدم:

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

توقيع حامل البطاقة
Holder's signature



Ref: CHR/F3RA/23/55

Dated: 26th April 2023

To,

Mr. Mohammed Fenhas Abdul Samadu
Bakery Division
Van Salesman
Emp. Code:4481



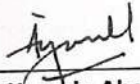
Subject : **ACCEPTANCE OF YOUR RESIGNATION**

Dear Mohammed Fenhas,

This refers to your resignation letter from the company's services.

The Management hereby accepts your resignation. You will be relieved from your responsibilities with effect from the closing hours of 26th April 2023.

You are requested to collect your final settlement after submitting the required internal clearance form to the Finance department.


Anjum Hussain Abedi
Senior Manager - HR & Admin

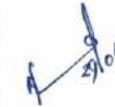
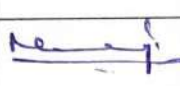



Saheem Ahmed Bhat
General Manager

CC:

- Sales Department
- HR & Admin
- Finance department

Attachments: Internal clearance form.

Internal Clearance FormDate of Initiation: 27th April 2023

Full Name : Mohammed Fenhas Abdul Samadu				
Job Title : Van Salesman - European		Employee Code : 4481		
DOJ : 7 th April 2016		Last working day : 26 th April 2023		
Department : Sales		Business Unit : Ummsaid Bakery		
Reporting to : Nishad Aboobackar		Date of leaving :		
Particulars	Condition Of Return	Recoveries If Any	Charge Taken By	Signature Of Head Of Department
DEPARTMENT <ul style="list-style-type: none"> Files/Register/Documents Manuals Tools Safety Equipment 			RAJKUMAR LAMA 7095	
IT <ul style="list-style-type: none"> Computer / Laptop Flash Drive Email ID Deactivation Mobile Handset Sim Card Telephone ERP login 	-	-	-	-
WORKSHOP <ul style="list-style-type: none"> Vehicle Traffic Violation 	Good	-	-	
PROCUREMENT <ul style="list-style-type: none"> Fuel tag 				
STORES				
HR/ADMINISTRATION <ul style="list-style-type: none"> Company Accommodation Health Card Insurance Card Employee ID Card Legal Case 	From 2/4/22 To 26/4/23 N / A Will not be renewed online N / A Sponsorship Transfer Case N / A			
FINANCE <ul style="list-style-type: none"> Advance Company Loan Company Credit Card Any Other Bank Related <ul style="list-style-type: none"> Personal Loan Credit Card 	No dues 22/05/2023			

Signature (Employee): -

Unit - HR: - Anwar Qazi