

Doc. Type	Doc. Number	Posting Date	Company Code	Fiscal Year
Doc. Date			Posting Date	Period
Calculate Tax				
Ref.Doc.				
F&F-1981				
Doc. Currency				
QAR				
Doc. Text				
F&F-1981-Air Fare Enhmt				

1981 - Mr. Shashin Juthani Encashment Air Fa
F&F - 6,552.00-
6,552.00-

Doc. Number	2333003155	Company Code	1003	Fiscal Year	2023
Doc. Date	16.11.2023	Posting Date	16.11.2023	Period	11
Calculate Tax	<input type="checkbox"/>				
Ref.Doc.	F&F-1981				
Doc. Currency	QAR				

Line	Line Type	Description	Amount	Notes	Date
31	901445	SHASHIN HARIKISHANBH Payable	901445		
40	207002			6,552.00- Encashment Air Fare Allowance FTP 04/12/22-31/08/23	
42				6,552.00- Encashmt Air Fare Allowance FTP 04/12/22-31/08/23	

FULL & FINAL SETTLEMENT OF		FINAL-REVISED			
EMP. NO:		Mr.Shashin Harikishanbhai Juthani			
DEPARTMENT & DESIGNATION		1981 Senior Manager- Business Development			
TO BE RELIEVED ON		31-Aug-2023			
Bank:		DBQ			
Basic Salary		QR.	15,000.00		
HRA		QR.	6,000.00		
Other Allowance		QR.			
Transport Allowance		QR.			
Food Allowance		QR.			
Camp Boss Allowance		QR.			
Leave Category			30		
Appointment date			04-Dec-17		
Joining/Encashment Date			04-Dec-22		
SALARY AUGUST'2023					
From	1-Aug-23	To	31-Aug-23		
	31.00 days @ Qr		483.87		
HR- ALLOWANCE AUGUST'2023					
From	1-Aug-23	To	31-Aug-23		
	31.00 days @ Qr		193.55		
LEAVE SALARY SETTLEMENT					
From	4-Dec-22	To	31-Aug-23	271 Days	
(271 x 30) / 335 =		24.27	700.00	16,988.00	
END OF SERVICE BENEFITS					
From	4-Dec-17	To	31-Aug-23	2096	60,500.00
(2096 (Total) = 2096 days)		121.00 Days			
(21 / 365 x 2096)		500.00 Rate			
AIR TICKET					
Amount of air fare - Sector (Doh-Ahmedabad-Doh)	2200		1850		
Ticket Eligibility - Self +Spouse & 2Children With Child fare	2		2		
Encashment Air Ticket Paid for the period of (04/12/2022 to 31/08/2023)-Prorated	3559		2993	6,552.00	
TOTAL				84,040.00	
Less : Vehicle Accident Charges				(350.00)	
Less : Already Paid FNF- CH no 00000382 Dated 07-Oct-2023				(77,138.00)	
GRAND TOTAL				6,552.00	
(QRs Six Thousand Five Hundred Fifty Two only)					
Prepared By 	Verified By 	Verified By 	Approved By 		
Sr. Executive-Finance	Manager HR / / / / /	Sr. Manager-Finance	General Manager		
I, the undersigned Mr.Shashin Harikishanbhai Juthani declare that I have received with thanks from M/s DANDY Company Ltd. all my dues totaling Qr.6,552.00 (QRs Six Thousand Five Hundred Fifty Two only) vide Ch. No. _____ / dated: _____ Voucher No: _____ / Date: _____					
I further declare that by receiving the total amount stated above, no further amounts of any type or origin remain due from DANDY Company Ltd to myself and my signature below should be considered as a final and comprehensive settlement and discharge which cannot be revoked by me for any reason whatsoever.					
Name Emp. No.	Mr.Shashin Harikishanbhai Juthani 1981				
Signature Date					

Fare sheet for the Month of Aug 2023

Destination		Economy Class - OW			Economy Class - RT		
		Adult	Child	Infant	Adult	Child	Infant
ABUJA	NIGERIA	2920	2300	500	4900	3650	900
AMRITSAR	INDIA	1520	1200	300	2400	1980	500
AMMAN	JORDAN	1300	1050	280	2350	1950	700
ASMARA	ERITREA	1830	1650	300	3140	2850	400
AHMEDABAD	INDIA	1400	1150	300	2200	1850	500
ALGERIS	ALGERIA	2050	1650	420	3200	2550	650
ALEXANDRIA	EGYPT	1100	920	250	1900	1600	600
AURANGABAD	INDIA	1650	1400	280	2850	2250	580
ADDIS ABABA	ETHIOPIA	1550	1250	290	2550	2100	500
BANGALORE	INDIA	1600	1300	340	2600	2120	550
BELGAUM	INDIA	1050	1050	300	2750	2750	400
BHOPAL	INDIA	1100	900	200	2300	1850	400
BEIRUT	LEBANON	1400	1120	280	2250	1850	430
CALICUT	INDIA	1400	1200	310	2400	1980	500
CASABLANCA	MOROCCO	2500	1930	440	3980	3200	720
CAIRO	EGYPT	850	680	200	1350	1150	450
COCHIN	INDIA	1400	1150	300	2550	2100	530
CHENNAI	INDIA	1500	1250	320	2700	2200	550
COLOMBO	SRILANKA	1420	1180	300	2350	1950	480
COIMBATORE	INDIA	1100	900	220	2350	1900	420
CHITTAGONG	BANGLADESH	1350	1100	300	2550	2100	600
DAMASCUS	SYRIA	1680	1300	290	2950	2350	550
DELHI	INDIA	1350	1200	300	2400	1950	500
DHAKA	BANGLADESH	1250	1050	280	2250	1850	550
FAISALABAD	PAKISTAN	1300	1060	260	2200	1980	490
GOA	INDIA	1350	1200	350	2200	1850	500
HYDERABAD	INDIA	1700	1380	350	2800	2300	550
ISTANBUL	TURKEY	1750	1420	300	2750	2250	500

FINAL					
FULL & FINAL SETTLEMENT OF		Mr.Shashin Harikishanbhai Juthani			
EMP. NO:	1981				
DEPARTMENT & DESIGNATION		Senior Manager- Business Development			
TO BE RELIEVED ON		31-Aug-2023			
Bank:	DBQ				
Basic salary	QR	15,000.00			
HRA	QR	6,000.00			
Other Allowance	QR				
Transport Allowance	QR				
Food Allowance	QR				
Camp Boss Allowance	QR				
Leave Category		30			
Appointment date		04-Dec-17			
Joining/Encashment Date		04-Dec-22			
<u>Qr</u>					
SALARY AUGUST'2023					
From	1-Aug-23	To	31-Aug-23	Paid In WPS	
			31.00 days @ Qr	483.87	
HR- ALLOWANCE AUGUST'2023					
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(2096 (Total) = 2096 days)			121.00 Days		
(21 / 365 x 2096)			500.00 Rate		
AIR TICKET					
One-way Air Ticket not paid (Internal Transfer)					
TOTAL <u>77,488.00</u> Less : Vehicle Accident Charges <u>(350.00)</u> GRAND TOTAL <u>77,138.00</u>					
(QRs Seventy Seven Thousand One Hundred Thirty Eight only)					
Prepared By <i>Shashin</i> 03/10/2023 Sr. Executive-Finance	Verified By <i>Manager HR</i> 3/10/23 Manager HR	Verified By <i>S. Manager Finance</i> 5/10/23 Sr. Manager-Finance	Approved By <i>General Manager</i> General Manager		
I, the undersigned Mr.Shashin Harikishanbhai Juthani declare that I have received with thanks from M/s DANDY Company Ltd. all my dues totaling Qr.77,138.00 (QRs Seventy Seven Thousand One Hundred Thirty Eight only) vide Ch. No. _____ / dated: _____ Voucher No: _____ / Date: _____					
I further declare that by receiving the total amount stated above, no further amounts of any type or origin remain due from DANDY Company Ltd to myself and my signature below should be considered as a final and comprehensive settlement and discharge which cannot be revoked by me for any reason whatsoever.					
Name _____ Emp. No. 1981					
Signature _____ Date _____					





Ref: DY/054/2023

Dated: 28/August/2023

To,

Mr. Shashin Harkishanbhai Juthani
Emp. Code : 1981
Department: Marketing
Designation: Senior Manager Business Development

Subject : ACCEPTANCE OF YOUR RESIGNATION

Dear Shashin Harkishanbhai Juthani,

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

The Management hereby accepts your resignation. You will be relieved of your responsibilities with effect from the closing hours of 31st August 2023.

You are requested to complete your handover process and submit the required Internal clearance form to the Finance department.

Saadah Perwali Waris
General Manager

30 AUG 2023

Do 4-Dec-17
Doha & Ahmedabad - DOHC

CC:

- HR & Admin
- Finance department

Attachments: Internal clearance form.



Nadeem Mohammed

From: Mohammad Farook
Sent: 16 November, 2023 11:16 AM
To: Nadeem Mohammed
Cc: Tarique Nasim - HR; Sayyed Mobin Razzaq
Subject: RE: Shashin Family details for leave passage

Importance: High

Dear Nadeem

As per policy he and his dependents are entitled for prorated return ticket from Doha to Ahmedabad.

Mohammed Farook
HR Manager



Dandy Company Ltd.

P.O Box: 2239, Doha - Qatar
Tel: +974 44603600 | Fax: +974 44603700 | Mob: +974 33196691
Email: farook@dandy.qa | Web: www.dandy.qa

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From: Nadeem Mohammed <nadeem.mohammed@dandy.qa>
Sent: Thursday, November 16, 2023 11:14 AM
To: Mohammad Farook <farook@dandy.qa>
Cc: Tarique Nasim - HR <tnasim@dandy.qa>; Sayyed Mobin Razzaq <mobin@dandy.qa>
Subject: RE: Shashin Family details for leave passage

Dear Farook,

Please confirm the location for air Ticket.

Thanks & regards

Nadeem Mohammad
Asst. Manager - Finance



Dandy Company Ltd.

P.O Box: 2239, Doha - Qatar
Tel: +974 44603600 | Fax: +974 44603700 | Mob: +974 33091684
Email: nadeem.mohammed@dandy.qa | Web: www.dandy.qa

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From: Mohammad Farook <farook@dandy.qa>

Sent: 15 November, 2023 1:18 PM

To: Nadeem Mohammed <nadeem.mohammed@dandy.qa>

Cc: Tarique Nasim - HR <tnasim@dandy.qa>; Sayyed Mobin Razzaq <mobin@dandy.qa>

Subject: Shashin Family details for leave passage

Importance: High

Dear Nadeem

Please find below family details of Shashin eligible for leave passage:

1. Spouse – Adult Ticket fare
2. 2 Children – Child Ticket fare

Mohammed Farook
HR Manager