
Habibullah Ahmed

From: Shehzad Shaikh
Sent: Sunday, March 19, 2023 12:35 PM
To: Habibullah Ahmed
Cc: Belal Ayyubji; 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. WLL
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,

Anjum Hussain
Senior Manager - Human Resources & Admin



Zad Holding Company Q.P.S.C
P.O. Box - 1444, Doha - QATAR
Tel : +974-44489607 | Fax : +974-44438137 | Mob: +974-55830098
Email : anjum@zad.qa | Web : www.zad.qa

From: Tarique Mohammad <tarique@zad.qa>
Sent: Sunday, March 19, 2023 11:27 AM
To: Anjum Hussain <anjum@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, Anjum Hussain <anjum@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 Musalman	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	26-Nov-07	02-Jun-05	13-Oct-18
Reason for Personal Loan	House Repairs	Hospital Treatment For Mother	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 Installments 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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Please consider the environment before printing this email
<image002.png>

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