

بنك دخان DUKHAN BANK

Main Branch شركات Corporate

رقم الشيك  
Cheque No. 00009617

التاريخ  
Date 27-Apr-2023

Pay to the order of \*\* PURKHA BAHADUR PEGNI \*\* إدفعوا لأمر  
or bearer أو لحامله

Amount \*\* ONE THOUSAND ONE HUNDRED NINE ONLY \*\* المبلغ  
in words بالدرروف  
L.Q. QR 1,109.00

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

00009617 016340200150 00000100000792506

Ummsaid Bakery Qatar  
 Al Meena Street  
 P.O Box 1444 Doha Qatar  
 E-mail: info@qbake.qa



### Payment Advice

Payment Date : 27.04.2023

Document Number : 2360000381

GL Account :

Payee Name :

Exchange rate :

Remarks : LE PURKHA  
 BAHADUR#5357

Payment Method :

Ref.Document.no	Document Date	Document Amount	Other Deduction	Net Amount	Curr
00009617	27.04.2023	1,109.00	0.00	1,109.00	QAR
		1,109.00	0.00	1,109.00	QAR

### Payment Detail(s)

Bank's Name / A/c No.	Cheque Number	Instrument Date	Amount	Currency
DUKHAN BANK	00009617	27.04.2023	1,109.00	QAR
100000792506		Total :	1,109.00	QAR

Amount in words : Qatari Riyal One Thousand One Hundred Nine Only

Kindly acknowledge the receipt

Thanking You

Prepared By

Verified By

Authorized By

Receiver's Signature

Document Date/Time: 27.04.2023/10:23:45

Service Period From: 27-10-22 To 17-04-23

LEAVE ENCAHMENT	USB	OF Mr. PURKHA BAHADUR PEGNI
UPTO	17-Apr-23	104672 - 5357
DEPARTMENT	Sales	
DESIGNATION	Sales Assistant	

Basic salary	QR	1,000
HRA	QR	-
Transport Allowance	QR	-
Telephone Allowance	QR	-
Cost of Living Allowance	QR	-
Food Allowance	QR	300
Other Allowance	QR	-
<b>Total Package</b>	<b>QR</b>	<b>1,300</b>
Service Duration	4 Years 11 Months 23 Days	
Leave Category	21	
Appointment date	25-Apr-18	
Joining/Rejoining/Encashment date	27-Oct-22	
Payment Type	d-Pay Card	

LEAVE ALLOWANCE

From	27-Oct-22	to	17-Apr-23
( 172 x 21 ) / 344 =	10.50	days @ QR	33.33

HOUSE RENT ALLOWANCE

From	27-Oct-22	to	17-Apr-23
10.50	days @ QR	-	0

AIR TICKET PRORATA BASIS

Amount of air fare		759
Doha-Kathmandu-Doha	Economy Class	
Self		
Full Fare QR. 2280		

NET TOTAL

1,109

( Qrs. One Thousand One Hundred Nine Only )

Prepared by  
  
Anisadeen  
Accountant

Verified by

Anwar Qazi  
Manager HR & Admin

Verified by

Mohamed Ashak  
Chief Accountant

Verified by

29 APR 2023

Approved by

Sameer Mohammed  
Sr. Finance Manager

*[Signature]*

I, the undersigned Purkha Bahadur Pegni declare that I have received with thanks from Ummsaid Bakery all my dues relating to salary and leave salary totaling QR.1,109 ( Qrs. One Thousand One Hundred Nine 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.

Name PURKHA BAHADUR PEGNI

Signature

*[Signature]*

Date

*[Signature]*

State Of Qatar  
Residency Permit



دولة قطر  
رخصة إقامة

ID.No: 28452447654      الرقم الشخصي:

D.O.B.: 02/08/1984      تاريخ الميلاد:

Expiry: 22/04/2023      الصلاحية:

نيل      الجنسية:

Nationality: NEPAL

Occupation: عامل      المهمة:

الاسم: بورخا بهادور بيقني



Name: PURKHA BAHADUR PEGNI

Passport Number: 08925130      رقم جواز السفر:

Passport Expiry: 23/06/2025      تاريخ انتهاء الجواز:

Serial No: 30428452447654      رقم المسلسل:

Residency Type: عمل      نوع الرخصة:

Employer: شركه مطاحن الدقيق القطرية      المستقدم:

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

توقيع حامل البطاقة

Holder's signature



### Leave Requisition Form

Part 1 (To be filled by Employee)		Date of Initiation: 05.04.23
Full Name : PURKHA BAHADUR PEGNI Job Title : SALES ASST. Employee Code : 5357 Department : SALES Business Unit : BAKERY		
<b>Leave Type</b>		
Annual [ ] Encashment <input checked="" type="checkbox"/> Leave Without Pay [ ] Leave With Pay [ ]		
<b>Leave Information</b>		
Leave From:	Leave up to :	No of Days :
<b>Contact Details while on vacation</b>		
Telephone No. :	Mobile No. :	
Address :	Email ID :	
Backup employee during leave period based on discussion with Dept. Head:		Signature of backup employee:
		Purkha
Signature of Employee		
<b>Part 2 (Department Approval – to be filled by Department Head)</b>		
Remarks (if any): <i>Kindly approve, if due.</i> <i>N. J.</i>		
Signature of Department Head		06.04.2023
<b>Part 3 (Leave Eligibility – to be filled by HR)</b>		
DOJ : 25/4/18	Total leave taken :	
Passport Expiry : —	QID Expiry : —	
Leave Passage & Dependent Details: <i>From 27/04/22 To 15/04/23 - 10-50</i> <i>Doha - Kathmandu - Doha</i> <i>Economy Class Air Ticket for self.</i>		
<i>Unit - HR &amp; Admin</i>		
<b>Part 4 (Final Approval – to be filled by CEO/GM/VP)</b>		
No of Days :	Signature :	Date : 9423