

Service Period From:11-Nov-07 To 15-Feb-23																																									
FULL AND FINAL SETTLEMENT OF Mr.		Luisito Ever Done ZACATE																																							
TO BE RECEIVED ON		15-Feb-23 0/1073																																							
DEPARTMENT		Workshop																																							
DESIGNATION		Asst. Operations Clerk																																							
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Basic Salary</td> <td>QR</td> <td>2,600</td> </tr> <tr> <td>HRA</td> <td>QR</td> <td>-</td> </tr> <tr> <td>Transport Allowance</td> <td>QR</td> <td>-</td> </tr> <tr> <td>Telephone Allowance</td> <td>QR</td> <td>-</td> </tr> <tr> <td>Cost of Living Allowance</td> <td>QR</td> <td>-</td> </tr> <tr> <td>Other Allowance</td> <td>QR</td> <td>1,000</td> </tr> <tr> <td>Total Package</td> <td>QR</td> <td>3,600</td> </tr> <tr> <td>Service Duration</td> <td colspan="3">15 Years 3 Months 4 Days</td> </tr> <tr> <td>Leave Category</td> <td colspan="3">30</td> </tr> <tr> <td>Appointment date</td> <td colspan="3">11-Nov-07</td> </tr> <tr> <td>Joining/Rejoining/Encashment date</td> <td colspan="3">9-Nov-20</td> </tr> </table>					Basic Salary	QR	2,600	HRA	QR	-	Transport Allowance	QR	-	Telephone Allowance	QR	-	Cost of Living Allowance	QR	-	Other Allowance	QR	1,000	Total Package	QR	3,600	Service Duration	15 Years 3 Months 4 Days			Leave Category	30			Appointment date	11-Nov-07			Joining/Rejoining/Encashment date	9-Nov-20		
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BASIC SALARY																																									
From	1-Feb-23 15.00	to days @ Qr	15-Feb-23 92.86	1,393																																					
OTHER ALLOWANCE																																									
From	1-Feb-23 15.00	to days @ Qr	15-Feb-23 35.71	536																																					
OTHER ALLOWANCE																																									
From	1-Jan-23	to	31-Jan-23	1,097																																					
Overtime Salary - January 2023																																									
From	1-Feb-23	to	15-Feb-23	528																																					
Overtime Salary - February 2023																																									
LEAVE SALARY FOR 2021-2023																																									
BASIC SALARY																																									
From	9-Nov-20 (335 x 30) / 335 =	to 30.00	6-Oct-22 days @ Qr	2,600																																					
Excess leave 362 Days																																									
AIR TICKET																																									
Amount of air fare																																									
Doha-Manila-Doha																																									
Full Fare QR. 3100																																									
Economy Class																																									
3,100																																									
BASIC SALARY																																									
From	5-Nov-22 (335 x 30) / 335 =	to 9.22	15-Feb-23 days @ Qr	799																																					
(335 x 30) / 335 =																																									
AIR TICKET EXIT																																									
Provided by Company																																									
Doha-Manila-Doha																																									
END OF SERVICE BENEFITS																																									
From	11-Nov-2007 to (5576 Days) (2600 x 21 / 26 x 5576 / 365)		15-Feb-2023	32,081																																					
Less: Recovery on account of loan and advances paid for expenses as per attached working.	(5,026)																																								
NET TOTAL				<u>37,108</u>																																					
(Qrs. Thirty Seven Thousand One Hundred Eight Only)																																									
Prepared by  Sidiq Abdul Karim Executive - Finance	Verified by  Abdul Munaf K Sr.Executive - Finance	Verified by  Danish Wahid Manager - HR & Operations	Verified by  Abu Ahmed Saleh Finance Manager	Verified by  Hamed Boshraei General Manager																																					
<p>I, the undersigned Luisito Ever Done ZACATE declare that I have received with thanks from ALCAT LOGISTICS COMPANY all my dues relating to salary, leave salary and end of service totaling Qr.37,108 (Qrs. Thirty Seven Thousand One Hundred Eight Only) vide Cheque No.</p> <p>I further declare that by receiving the total amount stated above, no further amounts of any type or origin remain due from ALCAT LOGISTICS COMPANY 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.</p>																																									
Name	LUISITO EVER DONE ZACATE																																								
Signature	<hr/>																																								
Date	<hr/>																																								

J.V.
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