



بنك دخان  
DUKHAN BANK

SECURITY PRINTING PRESS

Main Branch

شركات  
Corporate

رقم الشيك  
Cheque No.

00001178

27-Dec-2023

إدفعوا لأمر  
أو لحامله

Date

التاريخ

\*\* RAMESH DHAKAL \*\*

Pay to the order of  
or bearer

Amount  
in words  
\*\* TEN THOUSAND TWO HUNDRED SEVENTY THREE ONLY

المبلغ  
بالدرر

رقم  
Q.R

10,273.00

\*\*

UNITED BAKERIES

A/C No. 1000-01798-347

Signature التوقيع

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

الرجاء عدم الكتابة أو وضع ختم، أسفل الخط

000011780634020015000010000179834700

## PAYMENT ADVICE

**United Bakeries**

Street No. 27, Industrial Area

P.O. BOX: 6983 doha Qatar

Email



**PAYEE NAME :** RAMESH DHAKAL

**Paym Date:** 27.12.2023

104462

**Doc.No:** 2334003849

RAMESH DHAKAL

**Payment Method :**

DOHA-Doha

**Exch.rate:**

**Remarks:**

Ref. Doc. No	Posting Date	DC Type	Sup. Doc. No	Sup. Doc. Date	Currency	Doc Amount	Adjustment	Pay. Amount
2333000352	27.12.2023	KR	00001178	27.12.2023	QAR	10,273.00		10,273.
<b>Total</b>					QAR	10,273.00	0.00	10,273.

Bank Name	AC No.	Cheque No	Cheque Date	Currency	Amount	Remarks
DUKHAN BANK	100001798347	00001178	27.12.2023	QAR	10,273.00	

**Amount in Words :** Qatari Riyal Ten Thousand Two Hundred Seventy-Three Only

Created

27/12/23  
Verified

Authorised

### Receiver's Details

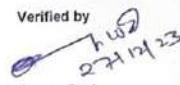
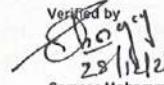
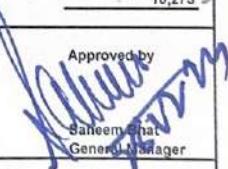
Kindly Acknowledge the receipts

Name :

Signature :

### Payment Request Approvals

Pay. Req. Ref	PR Date	Creator	Level 1	Level 2	Level 3	Level 4	Level 5

Service Period From: 24-01-18 To 31-12-23																																										
FULL AND FINAL SETTLEMENT OF Mr.		UNB	RAMESH DHAKAL																																							
TO BE RELEASED ON		31-Dec-23	104462 - 5168																																							
DEPARTMENT		Sales																																								
DESIGNATION		Van Salesman																																								
<table border="1"> <tr><td>Basic Salary</td><td>QR</td><td>1,500</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>Food Allowance</td><td>QR</td><td>-</td></tr> <tr><td>Other Allowance</td><td>QR</td><td>-</td></tr> <tr><td>Total Package</td><td>QR</td><td>1,500</td></tr> <tr><td>Service Duration</td><td colspan="2">5 Years 11 Months 7 Days</td></tr> <tr><td>Leave Category</td><td colspan="2">30</td></tr> <tr><td>Appointment date</td><td colspan="2">24-Jan-18</td></tr> <tr><td>Joining/Rejoining/Encashment date</td><td colspan="2">24-Jan-23</td></tr> <tr><td>Payment Type</td><td colspan="2">d-Pay Card</td></tr> </table>				Basic Salary	QR	1,500	HRA	QR	-	Transport Allowance	QR	-	Telephone Allowance	QR	-	Cost of Living Allowance	QR	-	Food Allowance	QR	-	Other Allowance	QR	-	Total Package	QR	1,500	Service Duration	5 Years 11 Months 7 Days		Leave Category	30		Appointment date	24-Jan-18		Joining/Rejoining/Encashment date	24-Jan-23		Payment Type	d-Pay Card	
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<b>BASIC SALARY</b> From 1-Dec-23 to 31-Dec-23 0 days @ Qr 48.39 - /																																										
<b>OVERTIME &amp; COMMISSION</b> <table border="1"> <thead> <tr> <th>OVERTIME</th> <th>Hours</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Nov-23</td> <td>Dec-23</td> <td>Nov-23 Dec-23</td> </tr> <tr> <td>Normal</td> <td>62</td> <td>484.38 140.63</td> </tr> <tr> <td>Holiday</td> <td>30</td> <td>281.25 150.00</td> </tr> </tbody> </table>				OVERTIME	Hours	Amount	Nov-23	Dec-23	Nov-23 Dec-23	Normal	62	484.38 140.63	Holiday	30	281.25 150.00																											
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<b>LEAVE SALARY</b> <b>BASIC SALARY</b> From 24-Jan-23 to 25-Dec-23 (335 x 30) / 335 = 30.00 days @ Qr 50.00 1,500 - / <b>AIR TICKET EXIT</b> Amount of air fare DOHA-Kathmandu SELF Full Fare QR. 1150 1,150 - / <b>END OF SERVICE BENEFITS</b> From 24-Jan-2018 to 31-Dec-2023 7,198 - / (2168 Days) (1500 x 21 / 26 x 2168/ 365 ) Less: Recovery on account of loan and advances paid for expenses as per attached working. Less: Unauthorized absenteeism 13 days in 2023 (629) 10,273 - / NET TOTAL (Qrs.Ten Thousand Two Hundred Seventy Three Only)																																										
Prepared by  Ramesh Dhakal Accountant Verified by  Anwar Qazi Manager HR & Admin Verified by  Mohamed Asthak Chief Accountant Verified by  Sameer Mohammed Sr. Finance Manager Approved by  Saneemul Haq General Manager																																										
I, the undersigned Ramesh Dhakal declare that I have received with thanks from Umm Said Bakery all my dues relating to salary, leave salary and end of service totaling QR.10,273 (Qrs.Ten Thousand Two Hundred Seventy Three 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 Umm Said 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: RAMESH DHAKAL Signature: _____ Date: _____																																										



Ref: CHR/F3RA/23/133

Dated: 21<sup>st</sup> December 2023

To,

Mr. Ramesh Dhakal  
Bakery Division  
Van Salesman  
Emp. Code: 5168



Subject : ACCEPTANCE OF YOUR RESIGNATION

Dear Ramesh,

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 31<sup>st</sup> December 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.



**State Of Qatar  
Residency Permit**

دُوَلَةُ قَطْرٍ  
رِخْصَةُ إِقَامَةٍ

ID.No:	28452405203	الرقم الشخصي:	
D.O.B.:	14/01/1984	تاريخ الميلاد:	
Expiry:	22/01/2023	الصلاحية:	
Nationality:	NEPAL	الجنسية:	نيبال
Occupation:	سائق	المهنة:	Ramish Dahakal

**Name: RAMESH DHAKAL**

Passport Number:	07438308	رقم جواز السفر:
Passport Expiry:	01/06/2024	تاريخ انتهاء الجواز:
Serial No:	31428452405203	الرقم المسلط:
Residency Type:	عمل	نوع الرخصة:
Employer:	مخزي امسعد	المستلم:

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

توقيع حامل البطاقة  
Holder's signature

