

DANDY COMPANY LTD
APPROVAL FOR ABNORMAL AND EXCEPTIONAL EXPENSES

1. Date: 17th April 2024
2. Business Unit: Dandy Company Ltd
3. Nature of expense: Accident repairing cost.
4. Amount; QR 32,500/- (Tata Bus – 7,500)
(Dandy Vehicle – 25,000)
5. Brief facts of the case:

Incident Description: On August 14th, 2023, a Dandy sales vehicle (316386) was involved in an accident with a Tata Bus owned by Al Balagh Trading. The collision resulted in damage to the driver's cabin of the Dandy vehicle and the front and side of the Tata bus. Subsequent investigations by the police attributed fault to the Dandy driver. Although we lodged a complaint with our insurance provider, Al Aweal, it was rejected on the grounds that the Dandy driver held a light vehicle driver's license. Despite our plea for consideration of ex-gratia payment, Al Aweal declined.

With the approval of management, we have already disbursed QAR 7,500 to Al Balagh Trading for the repair of their Tata bus. Unfortunately, the cabin of the Dandy vehicle was deemed irreparable due to deformation caused by the accident. We obtained three quotations for the repair, which included the purchase and installation of a used cabin (3-4 years old). The lowest quote received amounted to QAR 25,000. Opting for a new cabin would entail a cost of QAR 60,000, not including additional expenses for installation, wiring, air conditioning, painting, etc., which could total up to QAR 78,000.

We hereby request management approval to proceed with the expenditure of QAR 25,000 for the purchase and installation of a used cabin on the Dandy vehicle.

Expense to be borne by (Please tick ✓): Vendor ☐ Business Unit ☒ Both ☐

If the expense is to be borne by vendor,

☐ N/A

a. Amount (QR) agreed: _____

b. Please tick ✓ whether there is written acceptance from vendor:

Yes ☐ No ☐

If Yes, please attach copy of acceptance and if No, please provide
 Remarks _____

If expense is to be borne by unit, N.A. ☐
 a. Amount (QR): 32,500/-

Reason for incurring the expense and name of the responsible person:

Salesman Mohammad Sheriff (Employee No 2119) was driving heavy vehicle with light license at the time of accident resulting in declining of insurance claim. He is registered in Driving school for obtaining heavy license but unfortunately not yet completed the course.

Action taken not to recur in the future:

Drivers who hold licenses for light vehicles are registered in driving schools to upgrade their licenses. Some have already passed the test, while others are still pursuing the course.

Proposed by:

maulana
 Department Head

Sayyad Mobin
 Senior Finance Manager

Aw
 General Manager

Approved by:

Authorized Signatory