

Nafees Hassan Mohamed

From: Shahzad Ahmad
Sent: Tuesday, December 17, 2024 5:48 PM
To: Nafees Hassan Mohamed
Cc: Fasil Machingal
Subject: FW: Exceptional approval required for personal loan for fees paid in in Driving School for driving course

Dear Nafees,

Please do the needful as per trailing approval.

Kind regards,

Shahzad Ahmad
Senior Executive - Finance



Gulf United Real Estate Investments Co.
(A Subsidiary of Zad Holding Company Q.P.S.C)
P.O. Box - 1444, Doha – Qatar
Tel : +974 44489730 | Fax : +974 44489706 | Mob : +974 66258039
Email : shahzad@guc.qa | Web : www.guc.qa

From: Zuhair Ahmad Torabi <zuhair@zad.qa>
Sent: Tuesday, December 17, 2024 3:57 PM
To: Fasil Machingal <fasil@guc.qa>
Cc: Shahzad Ahmad <shahzad@guc.qa>
Subject: FW: Exceptional approval required for personal loan for fees paid in in Driving School for driving course

Dear Fasil,

Please do the needful as per below email.

Thanks & Regards,

Zuhair Ahmad Torabi
Senior Executive - Human Resources



Zad Holding Company Q.P.S.C
P.O. Box - 1444, Doha - QATAR
Tel : Tel : +974-44486772 | Mob : +974-33725832
Email : zuhair@zad.qa | Web : www.zad.qa

From: Anjum Hussain <anjum@zad.qa>
Sent: Tuesday, December 17, 2024 2:06 PM

To: Zuhair Ahmad Torabi <zuhair@zad.qa>

Subject: Fw: Exceptional approval required for personal loan for fees paid in in Driving School for driving course

Dear Zuhair,

Please find enclosed email for your reference and action.

Regards

Anjum

Sent from Outlook for iOS

From: Tarique Mohammad <tarique@zad.qa>

Sent: Tuesday, December 17, 2024 1:32:32 PM

To: Anjum Hussain <anjum@zad.qa>

Subject: Re: Exceptional approval required for personal loan for fees paid in in Driving School for driving course

Ok

Sent from my iPhone

On 17 Dec 2024, at 3:46 pm, Anjum Hussain <anjum@zad.qa> wrote:

Dear Sir,

We have received a personal loan request of QAR 7,400/- from Ayaz – who is working as maintenance supervisor in GUC.

As per his role, he needs driving licence to visit at various sites along with the maintenance team.

This loan request is covered by EOSB, and we have a practice of providing loan for driving licence to employees in the executive / supervisory category.

We usually provide loan of QAR 4,000/- but employee has paid QAR 7,400/- for special course and borrowed this amount from his friends

Abdela Ali Ismail is also aligned to provide the loan to employee. His detail is as follows :

Emp Code	5224
Name	Ayaz Siraj Pangarkar
BU	GUC
Designation	Supervisor - Maintenance
DOJ	25-Feb-18
Personal Loan	To return loan taken from friends to pay for enrollment in driving school
Basic Salary	3,500
Gross Salary	6,025
Amount Requested (QAR)	7,400
Loan To Be Granted (QAR)	7,400
EOSB	19,169
Deduction Per Month (QAR)	700

Number Of Installments For Recovery	11
Recommendation By GM	Yes

Submitting this email for your consideration and approval.

Thanks and Regards,

Anjum Hussain

Head - Human Resources & Admin

<image001.png>

Zad Holding Company Q.P.S.C

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Email : anjum@zad.qa | Web : www.zad.qa

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<image002.png>

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<Payment Receipt - Ayaz.pdf>