

Service Period From: 29-01-22 To 15-08-24																																										
FULL AND FINAL SETTLEMENT OF Mr.		USB	ASHOK THAKUR																																							
TO BE RELEASED ON		15-Aug-24	106622 - 6665																																							
DEPARTMENT		Production																																								
DESIGNATION		Labour																																								
<table border="1"> <tr><td>Basic Salary</td><td>QR</td><td>1,000</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>300</td></tr> <tr><td>Other Allowance</td><td>QR</td><td>-</td></tr> <tr><td>Total Package</td><td>QR</td><td>1,300</td></tr> <tr><td>Service Duration</td><td></td><td>2 Years 6 Months 17 Days</td></tr> <tr><td>Leave Category</td><td></td><td>21</td></tr> <tr><td>Appointment date</td><td></td><td>29-Jan-22</td></tr> <tr><td>Joining/Rejoining/Resignation date</td><td></td><td>31-Jul-23</td></tr> <tr><td>Payment Type</td><td></td><td>D-PAY</td></tr> </table>				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	-	Total Package	QR	1,300	Service Duration		2 Years 6 Months 17 Days	Leave Category		21	Appointment date		29-Jan-22	Joining/Rejoining/Resignation date		31-Jul-23	Payment Type		D-PAY
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SALARY																																										
BASIC SALARY From 1-Aug-24 to 15-Aug-24 15 days @ Qr 32.26 484																																										
FOOD ALLOWANCE From 4-Aug-24 to 15-Aug-24 15.00 days @ Qr 9.68 145																																										
OVERTIME & COMMISSION																																										
<table border="1"> <thead> <tr> <th>OVERTIME</th> <th colspan="2">Hours</th> <th colspan="2">Amount</th> </tr> <tr> <th></th> <th>Jul-24</th> <th>Aug-24</th> <th>Jul-24</th> <th>Aug-24</th> </tr> </thead> <tbody> <tr> <td>Normal</td> <td>10</td> <td>0</td> <td>52.08</td> <td>0.00</td> </tr> <tr> <td>Holiday</td> <td>0</td> <td>0</td> <td>0.00</td> <td>0.00</td> </tr> </tbody> </table> 52				OVERTIME	Hours		Amount			Jul-24	Aug-24	Jul-24	Aug-24	Normal	10	0	52.08	0.00	Holiday	0	0	0.00	0.00																			
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LEAVE SALARY																																										
BASIC SALARY From 31-Jul-23 to 23.26 days 15-Aug-24 (381 x 21) / 344 = 23.26 days @ Qr 33.33 775																																										
AIR TICKET EXIT Amount of air fare DOHA-Kalhmandu SELF Full Fare QR. 1150 1,150																																										
END OF SERVICE BENEFITS																																										
From 29-Jan-2022 to 15-Aug-2024 (930 Days) (1000 x 21 / 26 x 930 / 365) Less: One month notice period to be paid Less: Recovery on account of loan and advances paid for expenses as per attached working. Less: Unauthorized absenteeism 01 day in July 2024 & 01 day in August 2024 NET TOTAL (84) 4,580																																										
Prepared by <i>Saleh Yousaf</i> Verified by <i>SA</i> Verified by <i>FA</i> Verified by <i>12-AUG-2024</i> Approved by <i>AA</i> Mohamed Faheem Anwar Qazi Fahad Ahmad Sameer Mohammed Adnan Meerji Accounts Executive Manager HR & Admin Asst. Manager - Finance Sr. Finance Manager General Manager																																										
I, the undersigned Ashok Thakur declare that I have received with thanks from Ummalsad Bakery all my dues relating to salary, leave salary and end of service totaling QR.4,580 (Qrs.Four Thousand Five Hundred Eighty 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 Ummalsad 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	ASHOK THAKUR																																									
Signature																																										
Date																																										