



بنك دخان
DUKHAN BANK

SECURITY PRINTING PRESS

Main Branch

شركات
Corporate

رقم الشيك
Cheque No.
00009535

26-Mar-2023

التاريخ

Date

Pay to the order of ** LAL BAHADUR GURUNG **
or bearer

إدفعوا لأمر
أو لحامله

Amount ** THREE THOUSAND NINE HUNDRED FORTY TWO ONLY **
in words

المبلغ
بالحرروف

ر.ق
QR

3,942.00

UMMSAID BAKERY

A/C No. 1000-00792-506

Signature التوقيع

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

الرجاء عدم الكتابة أو وضع ختم أسفل الخط

"00009535#016340200151#00000100000792506#"

Ummsaid Bakery Qatar
 Al Meena Street
 P.O Box 1444 Doha Qatar
 E-mail: info@qbake.qa



Payment Advice

Payment Date : 26.03.2023

Document Number : 2360000284

GL Account :

Payee Name :

Exchange rate :

Remarks : LS LAL BAHADUR#5691

Payment Method :

Ref.Document.no	Document Date	Document Amount	Other Deduction	Net Amount	Curr
00009535	26.03.2023	3,942.00	0.00	3,942.00	QAR
		3,942.00	0.00	3,942.00	QAR

Payment Detail(s)

Bank's Name / A/c No.	Cheque Number	Instrument Date	Amount	Currency
DUKHAN BANK	00009535	26.03.2023	3,942.00	QAR
100000792506		Total :	3,942.00	QAR

Amount in words : Qatari Riyal Three Thousand Nine Hundred Forty-Two Only

Kindly acknowledge the receipt

Thanking You

Prepared By

Verified By

Authorized By

Receiver's Signature

Document Date/Time: 26.03.2023/15:41:54

Ummsaid Bakery

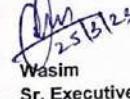
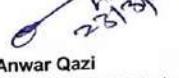
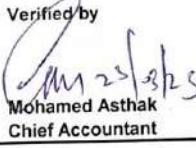
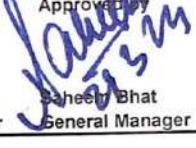
(A subsidiary of Zad Holding Company Q.P.S.C.)

كيوبيك Qbake

مخبز مسعود

(مملوك لشركة زاد القابضة ش.م.ق.ع.)

Service Period From: 19-01-19 To 09-04-23

		USB	LAL BAHADUR GURUNG
105049 - 5691	LEAVE SETTLEMENT OF Mr.		
TO BE RECEIVED ON	9-Apr-23	Basic Salary	QR 1,000
DEPARTMENT	Production	HRA	QR -
DESIGNATION	Labour	Transport Allowance	QR -
		Telephone Allowance	QR -
		Cost of Living Allowance	QR 300
		Food Allowance	QR -
		Other Allowance	QR -
		Total Package	QR 1,300
		Service Duration	2 Years 10 Months 28 Days
		Leave Category	21
		Appointment date	19-Jan-19
		Joining/Rejoining/Encashment date	18-Jul-20
		Payment Type	d-Pay Card
SALARY			
BASIC SALARY			
From	1-Apr-23	to	9-Apr-23
	9	days @ QR	33.33
			300
FOOD ALLOWANCE			
From	1-Apr-23	to	9-Apr-23
	9.00	days @ QR	10.00
			90
LEAVE SALARY FOR 2021-2022			
BASIC SALARY			
From	18-Jul-20	to	17-Dec-21
(517 x 21) / 344 =	31.56	31.56 days	33.33
	31.56	days @ QR	1,052
AIR TICKET			
Amount of air fare			
Doha-Kathmandu-Doha		Economy Class	2,500
SELF			
Full Fare QR. 2500			3,942
NET TOTAL			
(Qrs.Three Thousand Nine Hundred Forty Two Only)			
Prepared by	Verified by	Verified by	Approved by
 Amsadeen Accountant	 Wasim Sr. Executive HR	 Anwar Qazi Manager HR & Admin	 Mohamed Asthak Chief Accountant
			 27 MAR 2023 Sameer Mohammed Sr. Finance Manager
			 Saheem Bhat General Manager
I, the undersigned Lal Bahadur Gurung declare that I have received with thanks from Ummsaid Bakery all my dues relating to salary and leave salary totaling QR.3,942 (Qrs.Three Thousand Nine Hundred Forty Two 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 Ummsaid 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	LAL BAHADUR GURUNG		
Signature			
Date			

**State Of Qatar
Residency Permit**



دولت قطر

ID.No:	27852432984	الرقم الشخصي:	
D.O.B.:	29/08/1978	تاريخ الميلاد:	
Expiry:	15/01/2024	الصلاحية:	
Nationality:	NEPAL	الجنسية:	
Occupation:	عامل	المهنة:	
الاسم: لال باهادور غورونغ			

Name: LAL BAHADUR GURUNG

Passport Number: 09153913 رقم جواز السفر:
Passport Expiry: 06/09/2025 تاريخ انتهاء الجواز:
Serial No: 30527852432984 الرقم المماليق:
Residency Type: عمل نوع الرخصة:
Employer: الشركة القطرية للصناعات الغذائية (فودكو) المستقدم:

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

توقيع حامل البطاقة
Holder's signature



LALRd



Leave Requisition Form

Part 1 (To be filled by Employee)

Date of Initiation: 14-03-2023

Full Name : Lal Bahadur Gurung

Job Title : Labour

Employee Code : 5691

Department : Production

Business Unit : United Bakeries

Leave Type

Annual [V] Encashment [] Leave Without Pay [] Leave With Pay []

Leave Information

Leave From: 10.04.23 Leave up to: 24.05.23 No of Days: 45 Return to duty date: 25.05.23

Contact Details while on vacation

Telephone No. : Mobile No. : +977-9841210165

Address : Distt, Syangja, Nepal

Email ID :

Backup employee during leave period based on discussion with Dept. Head:

Signature of backup employee:



Signature of Employee

Part 2 (Department Approval – to be filled by Department Head)

Remarks (if any):

Date

Part 3 (Leave Eligibility – to be filled by HR)

DOJ: 19/1/19 Total leave taken:

Passport Expiry: 6/9/25 QID Expiry: 15/1/24

Leave Passage & Dependent Details:

From 19/3/20 To 17/12/21 -31.56

Doha - Kathmandu - Doha

Economy Class Air Ticket for self.

Unit – HR & Admin

Part 4 (Final Approval – to be filled by CEO/GM/VP)

No of Days:

Signature:

Date: 19.3.23