



بنك دخان
DUKHAN BANK

Main Branch

شركات
Corporate

رقم الشيك
Cheque No. 00009535

Date 26-Mar-2023

التاريخ

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
بالحروف

رق
Q.R

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

0000953501634020015100000100000792506

Ummsaid Bakery Qatar

Al Meena Street

P.O Box 1444 Doha Qatar

E-mail: info@qbake.qa

كيوبيك
Qbake

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 Zaid Holding Company Q.P.S.C.)

كيوبيك
Qbake

مخبز مسعيد

(مملوك لشركة زاد القابضة ش.م.ق.ع.)

Service Period From: 19-01-19 To 09-04-23	
105049 - 5691	LEAVE SETTLEMENT OF Mr. USB LAL BAHADUR GURUNG
TO BE RECEIVED ON	9-Apr-23
DEPARTMENT	Production
DESIGNATION	Labour
	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 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 days @ Qr 33.33	1,052
AIR TICKET	
Amount of air fare Economy Class	2,500
Doha-Kathmandu-Doha SELF	
Full Fare QR. 2500	
NET TOTAL	3,942
(Qrs.Three Thousand Nine Hundred Forty Two Only)	
Prepared by	Verified by
Ansardeen	Wasim
Accountant	Sr. Executive HR
Verified by	Verified by
Anwar Qazi	Mohamed Asthak
Manager HR & Admin	Chief Accountant
Verified by	Verified by
Sameer Mohammed	Sameer Mohammed
Sr. Finance Manager	Sr. Finance Manager
Approved by	Approved by
Sameer Bhat	Sameer Bhat
General Manager	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	

ص.ب: ١٤٤٤، الدوحة، قطر. الهاتف: ٥٠٠ ٤٤٤١ ٩٧٤، الفاكس: ٤٤٣١ ٩٧٣، سجل تجاري رقم: ٤٣٩٧٣

P.O. Box: 1444, Doha, Qatar. Tel.: +974 4441 5000, Fax: +974 4431 4973, E-mail: info@qbake.qa | Website: www.qbake.qa | C.R. No. : 43972

State Of Qatar
Residency Permit



دولة قطر
رخصة إقامة

ID.No: 27852432984 الرقم الشخصي:
D.O.B.: 29/08/1978 تاريخ الميلاد:
Expiry: 15/01/2024 الصلاحية:

نيپال الجنسية:

Nationality: NEPAL

Occupation: عامل المهنة:

الاسم: لال باهادور غورونغ

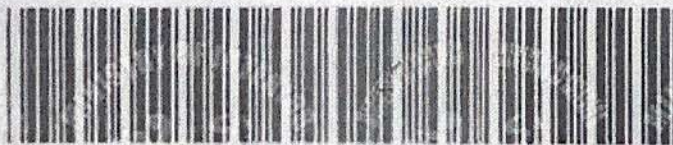


Name: LAL BAHADUR GURUNG

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

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

توقيع حامل البطاقة
Holder's signature



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 TypeAnnual ☒ [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:



LAL

Signature of Employee

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

Remarks (if any):

Signature of Department Head

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 19/1/20 To 12/12/21 - 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 : 45

Signature :

Date : 19.3.23