



SECURITY PRINTING PRESS

Main Branch

شركات  
Corporateرقم الشيك  
Cheque No. 00007931

06-Feb-2023

التاريخ

إدفعوا لأمر  
أو لحاملهPay to the order of \*\* NARAYAN PRASAD KHATIWADA \*\*  
or bearerAmount \*\* ONE THOUSAND ONE HUNDRED NINETY ONLY \*\*  
in wordsالمبلغ  
بالحرروفR.Q.  
Q.R.

1,190.00

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

000079310163402001500000100000792506



P.O Box

E-mail:

### Payment Advice

Payment Date : 06.02.2023

Document Number : 2360000072

NARAYAN PRASAD K

Supplier code :104463

Doha

QA -

Dear Sir / Madam,

Exchange rate :

Remarks : LE NARAYAN PRASAD#5169

Payment Method :

Invoice Ref.	Invoice Date	Invoice Amount	Withhold Tax	Other Deduction	Net Amount	Curr
00007931	06.02.2023	1,190.00	0.00	0.00	1,190.00	QAR
		1,190.00	0.00	0.00	1,190.00	QAR

### Payment Detail(s)

Bank's Name / A/c No.	Cheque Number	Instrument Date	Amount	Currency
DUKHAN BANK	00007931	06.02.2023	1,190.00	QAR
		Total :	1,190.00	QAR

Amount in words : Qatari Riyal One Thousand One Hundred Ninety Dirham Only

Kindly acknowledge the receipt Thanking You

Authorized Signatory

# S  
H. Juh.

Receiver's Signature

**Ummsaid Bakery**

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

**كيوبيك  
Qbake**

**مخبز مسعيـد**

(مملوك لشركة زاد القابضة بنـ.قـ.عـ.)

Service Period From: 26-07-22 To 14-01-23		
LEAVE ENCAHMENT	USB	OF Mr.NARAYAN PRASAD KHATIWADA
UPTO		14-Jan-23 104463 - 5169
DEPARTMENT	Sales	
DESIGNATION	Van Salesman	

Basic salary	QR	1,500
HRA	QR	-
Transport Allowance	QR	-
Telephone Allowance	QR	-
Cost of Living Allowance	QR	-
Food Allowance	QR	-
Other Allowance	QR	-
<b>Total Package</b>	<b>QR</b>	<b>1,500</b>
Service Duration	4 Years 11 Months 21 Days	
Leave Category	21	
Appointment date	24-Jan-18	
Joining/Rejoining/Encashment date	26-Jul-22	
Payment Type	d-Pay Card	

<u>LEAVE ALLOWANCE</u>					qr
From	26-Jul-22	to	14-Jan-23		
( 172 x 21 ) / 344 =					
$10.50 \text{ days} @ \text{Qr } 50.00 = \text{Qr } 525$					
<u>HOUSE RENT ALLOWANCE</u>					
From	26-Jul-22	to	14-Jan-23		
	10.50	days @ Qr			0
<u>AIR TICKET PRORATA BASIS</u>					
Amount of air fare					
Doha-Kathmandu-Doha		Economy Class			665
Self					
Full Fare QR. 2000					
<u>NET TOTAL</u>					
( Qrs. One Thousand One Hundred Ninety Only )					
Prepared by	Verified by	Verified by	Verified by	Verified by	Approved by
Wasim Accountant	Wasim Sr. Executive HR	Anwar Qazi Asst. Manager HR & Admin	Mohamed Ashraf Chief Accountant	Sameer Mohammed Sr. Finance Manager	Saneem Bhat General Manager

I, the undersigned Narayan Prasad Khatiwada declare that I have received with thanks from Ummsaid Bakery all my dues relating to salary and leave salary totaling QR.1,190( Qrs. One Thousand One Hundred Ninety 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	NARAYAN PRASAD KHATIWADA
Signature	.....
Date	.....

**State Of Qatar  
Residency Permit**



**دولة قطر  
رخصة إقامة**

ID.No: **28752437455**

الرقم الشخصي:

D.O.B.: **03/03/1987**

تاريخ الميلاد:

Expiry: **21/01/2024**

الصلاحية:

نيبال

الجنسية:

Nationality: **NEPAL**

المهنة:

Occupation: **سائق**

الاسم: **نارايان براasad خاتيوادا**



Name: **NARAYAN PRASAD KHATIWADA**

Passport Number:

٩٥ / ٤٤٤٦٥

رقم جواز السفر:

Passport Expiry:

22/02/2025

تاريخ انتهاء الجواز:

Serial No:

31128752437455

رقم الممسلسل:

Residency Type:

عمل

نوع الرخصة:

Employer:

مخبر امسعد

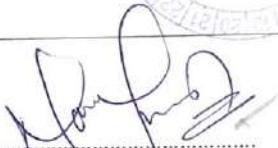
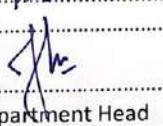
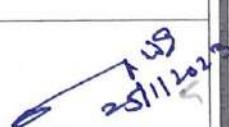
المستقدم:

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

توقيع حامل البطاقة  
Holder's signature



### Leave Requisition Form

<b>Part 1 (To be filled by Employee)</b>		Date of Initiation: 23.01.2023
Full Name : NARAYAN PRASAD KHATIWADA		
Job Title : SALESMAN	Employee Code : 5169	
Department : SALES	Business Unit : BAKERY	
<b>Leave Type</b>		
Annual [ ] Encashment [✓] Leave Without Pay [ ] Leave With Pay [ ]		
<b>Leave Information</b>		
Leave From:	Leave up to :	No of Days :
<b>Contact Details while on vacation</b>		
Telephone No. :	Mobile No. :	
Address :	Email ID :	
Backup employee during leave period based on discussion with Dept. Head:	Signature of backup employee	
 		
<b>Part 2 (Department Approval – to be filled by Department Head)</b>		
Remarks (if any): To be presented if due.		
		24/01/23
Signature of Department Head		Date
<b>Part 3 (Leave Eligibility – to be filled by HR)</b>		
DOJ : 24/01/18	Total leave taken :	
Passport Expiry : -	QID Expiry : -	
Leave Passage & Dependent Details: From 26/01/23 To 14/01/23 - 10.50 Doha - Kathmandu - Doha Economy Class Air Ticket for 504.		
 Unit – HR & Admin		
<b>Part 4 (Final Approval – to be filled by CEO/GM/VP)</b>		
No of Days :	Signature :	Date 25.1.23