

Dandy Company Limited

Period From: 01-Feb-22 To: 17-Jan-23			
LEAVE ENCASHMENT		OF Mr. ABADUL GAFAR	
UPTO		17-Jan-23	
DEPARTMENT		Maintenance - Plant	
DESIGNATION		Assistant Mechanical Technician	
BANK		IIB	


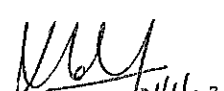
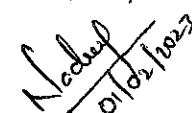
Basic salary	QR	1,500
HRA	QR	-
Transport Allowance	QR	-
Food Allowance	QR	-
Cost of Living Allowance	QR	-
Other Allowance	QR	-
Total Package	QR	1,500
Service Duration	11 Years 7 Months 1 Days	
Leave Category	30	
Appointment date	16-Jun-11	
Joining/Rejoining/Encashment date	1-Feb-22	

LEAVE ALLOWANCE				Qr
From	1-Feb-22	to	17-Jan-23	
(335 x 30) / 335 =	30.00	days @ Qr	50.00	1,500 16 Days Delayed

HOUSE RENT ALLOWANCE				Qr
From	1-Feb-22	to	17-Jan-23	
	30.00	days @ Qr	-	0

AIR TICKET FULL				Qr
Amount of air fare				2,000
Doha-Kathmandu-Doha				
Economy Class				
Self				
Full Fare QR. 2000				
NET TOTAL				3,500

(Qrs.Three Thousand Five Hundred Only)

Prepared by	Verified by	Verified by
 Rehman Ali Sr. Executive - Finance	 Mohammed Farook Manager - HR	 Nadeem Mohammed Asst. Manager - Finance

I, received with thanks from DANDY COMPANY LIMITED, the sum of Qrs 3,500 (Qrs.Three Thousand Five Hundred Only) towards my Leave Encashment from 01-Feb-22 to 17-Jan-23 vide Cheque No. / Bank transfer.

Name ABADUL GAFAR

Signature _____

Date _____

	Fare sheet for the Month of JAN 2023								
ISLAMABAD	PAKISTAN		1000	850	220		2000	1800	450
KARACHI	PAKISTAN		1000	850	220		2000	1800	450
KATHMANDU	NEPAL		1100	950	250		2000	1700	430
KANNUR	INDIA		1300	1300	340		2000	2000	550
KABUL	AFGANISTAN		1550	1230	260		2930	2260	390
KHARTOUM	SUDAN		1950	1600	350		3250	2600	500
KUALALUMPUR	MALAYSIA		2950	2300	350		5050	4040	660
KOLKOTTA	INDA		1450	1250	350		2550	2100	550
LAGOS	NIGERIA		2300	1750	420		4000	3350	680
LUKNOW	INDIA		1400	1200	480		2600	2050	500
LAHORE	PAKISTAN		1000	850	220		2000	1800	450
MOGADISHU	SOMALIA		2450	2100	380		4100	3600	680
MUMBAI	INDIA		1650	1320	250		2800	2300	550
MANILA	PHILIPPINES		1700	1500	400		2880	2450	560
MADURAI	INDIA		1370	1370	290		2660	2660	590
MANGALORE	INDIA		1350	1350	250		2650	2650	580
MUSCAT	OMAN		1100	900	280		1900	1640	450
NAIROBI	KENYA		2150	1700	400		3500	2900	640
NAGPUR	INDIA		1450	1450	310		2500	2500	980
PUNE	INDIA		1450	1450	310		2600	2300	1100
PATNA	INDIA		1500	1500	340		2580	2580	990
PESHWAR	PAKISTAN		1040	880	230		2100	1840	460
SANAA	YEMEN								
SRINAGAR	INDIA		1450	1450	310		2500	2500	980
TRICHY	INDIA		1450	1300	280		2750	2250	400
THRIVANTHAPURAM	INDIA		1550	1280	400		2850	2350	610
TUNIS	TUNISIA		2650	2050	360		3940	3130	630
VADODARA	INDIA		1400	1400	470		2600	2600	1120
VARANASI	INDIA		1200	1200	450		2450	2450	1090

**DANDY HUMAN RESOURCES****Leave Requisition Form**

21/12/2022

Part 1 (To be filled by Employee)		Date of Initiation:	
Full Name :	ABADUL GAFAR		
Job Title :	Assi. Tech.	Employee Code :	900
Department :	Maintenance	Business Unit :	Dandy
Leave Type			
Annual []	Encashment [X]	Leave Without Pay []	Leave With Pay []
Leave Information			
Leave From: —	Leave up to: —	No of Days: —	Return to duty date: —
Contact Details while on vacation			
Telephone No. : —	Mobile No. : —		
Address : —	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):	
Signature of Department Head	Date

Part 3 (Leave Eligibility – to be filled by HR)	
DOJ: 16-JUNE-2011	Total leave taken : —
Passport Expiry : —	QID Expiry : —
Leave Passage & Dependent Details: Doha to Kathmandu to Doha for self Economy class.	
Unit: HR & Admin	

Part 4 (Final Approval – to be filled by MD/GM)		
No of Days :	Signature :	Date : 28 DEC 2022

1/Confidential/DHRP-LRF/V-1.9

*) Leave entitlement offered as below.

1. Start - 8/Feb/2022

1. Resume - 25/Oct/2022

1. Start - 12/Jul/22

1. Resume - 28/Aug/22

* 229 Adjusted in last Encashment

Dandy Company Ltd

PO Box: 2239

Doha

Qatar

Employee Salary Structure Details
for period 1-Jan-2012 to 14-Jan-2023

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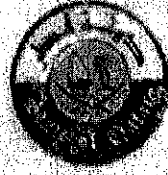
Name : 0900 Abadul Gafar (900)

Under : 17 General Maintenance
(# Primary)

Salary Details

Effective From	Pay Head	Rate	Per	Pay Head Type	Calculation Type	Computed On
1-Aug-2017	01 Basic	1,500.00	Months	Earnings for Employees	On Attendance	
	08 Absentism During Previous Month	1,500.00	Months	Deductions from Employees	On Attendance	
	07 Overtime Payments	7.81	OTHours	Earnings for Employees	On Production	
	10 Salary Arriars	1,500.00	Months	Earnings for Employees	On Attendance	
	15 Other Deductions			Loans and Advances	As User Defined Value	
	17 Loan/Advances			Loans and Advances	As User Defined Value	
	18 Overtime Arriars			Earnings for Employees	As User Defined Value	
	24 Public Holiday OT Payments	9.38	OTHours	Earnings for Employees	On Production	
	26 Other Overtime			Earnings for Employees	As User Defined Value	
	09 Commission Arriars			Earnings for Employees	As User Defined Value	
	23 Dispatch - Loading Allowance			Earnings for Employees	As User Defined Value	
	11 Unspecified Leave Payments			Earnings for Employees	As User Defined Value	
	22 Bonus Payments			Earnings for Employees	As User Defined Value	
	04 Other Allowances			Earnings for Employees	On Attendance	
	27 Other Incentives			Earnings for Employees	As User Defined Value	
	31 Other Payments			Earnings for Employees	As User Defined Value	
	35 Current Month Absents	1,500.00	Months	Deductions from Employees	On Attendance	
	36 31Days Last Month Absent	1,500.00	Months	Deductions from Employees	On Attendance	
	37 30 Days Last Month Absent	1,500.00	Months	Deductions from Employees	On Attendance	
	38 Current Month Salary Arrears	1,500.00	Months	Earnings for Employees	On Attendance	
	39 30 Dyas Salary Arrears	1,500.00	Months	Earnings for Employees	On Attendance	
	40 31 Dyas Salary Arrears	1,500.00	Months	Earnings for Employees	On Attendance	
	41 29 Dyas Salary Arrears	1,500.00	Months	Earnings for Employees	On Attendance	
	42 28 Dyas Salary Arrears	1,500.00	Months	Earnings for Employees	On Attendance	
	43 28 Days Last Month Absent	1,500.00	Months	Deductions from Employees	On Attendance	
	44 29 Days Last Month Absent	1,500.00	Months	Deductions from Employees	On Attendance	

State Of Qatar
Residency Permit



دولة قطر ٩٥٥
رخصة إقامة

ID.No: 28852430482 الرقم الشخصي:
D.O.B.: 26/02/1988 تاريخ الميلاد:
Expiry: 11/06/2023 الصلاحية:



Nationality: NEPAL الجنسية:
Occupation: عامل المهنة:

الاسم: عبدالجفر

Name: ABADUL GAFAR

Passport Number: 09372012
Passport Expiry: 08/12/2026
Serial No: 31228852430482
Residency Type: عمل

رقم جواز السفر:

تاريخ انتهاء الجواز:

السرقة المسلسل:

نوع الرخصة:

Employer: شركة دالدي المحدودة

المستقدم:

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

توقيع حامل البطاقة
Holder's signature

