

Zad Holding Company Q.P.S.C

Period From : 05-Apr-2023 To : 03-Mar-2024																																							
LEAVE ENCAHMENT		OF Mr. SUNIL KASSIM																																					
UPTO		03-Mar-24 9002/7183																																					
DEPARTMENT		TECHNICAL SERVICES																																					
DESIGNATION		CHIEF TECHNICAL OFFICER																																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Basic salary</td><td>QR</td><td>46,000</td></tr> <tr><td>HRA</td><td>QR</td><td>13,000</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>Other Allowance</td><td>QR</td><td>-</td></tr> <tr><td>Total Package</td><td>QR</td><td>59,000</td></tr> <tr><td>Service Duration</td><td colspan="2">0 Years 11 Months</td></tr> <tr><td>Leave Category</td><td colspan="2">30</td></tr> <tr><td>Appointment date</td><td colspan="2">05-Apr-23</td></tr> <tr><td>Joining/Rejoining/Encashment date</td><td colspan="2">05-Apr-23</td></tr> <tr><td>Mode of Payment</td><td colspan="2">Bank Transfer</td></tr> </table>				Basic salary	QR	46,000	HRA	QR	13,000	Transport Allowance	QR	-	Telephone Allowance	QR	-	Cost of Living Allowance	QR	-	Other Allowance	QR	-	Total Package	QR	59,000	Service Duration	0 Years 11 Months		Leave Category	30		Appointment date	05-Apr-23		Joining/Rejoining/Encashment date	05-Apr-23		Mode of Payment	Bank Transfer	
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LEAVE ALLOWANCE <u>Qr</u>																																							
From 05-Apr-23 to 03-Mar-24 $(335 \times 30) / 335 = 30.00$ days 30.00 days @ QR 1,533.33 46,000																																							
HOUSE RENT ALLOWANCE From 05-Apr-23 to 03-Mar-24 30.00 days @ QR 433.33 13,000																																							
AIR TICKET Amount of air fare 69,150 Doha-London-Doha Business Class Self, Spouse & 1 Kid (Above 12 Years) Full Fare QR. (QR. 23,050 + QR. 23,050 + QR. 23,050)																																							
NET TOTAL <u>128,150</u> (Qrs. One Hundred Twenty Eight Thousand One Hundred Fifty Only)																																							
Prepared by  Syed Ibrahim Musa Asst. Manager - Finance																																							
Verified by  Anjum Hussain Abedi Head - HR & Admin																																							
Verified by  Abdul Nasir Hussain Sr.Manager - Finance																																							
Verified by  Abdul Salam Chief Financial Officer																																							
Approved by  Tarique Mohammad CEO																																							
I, SUNIL KASSIM received with thanks from ZAD HOLDING COMPANY Q.P.S.C, the sum of Qrs 128,150 (Qrs. One Hundred Twenty Eight Thousand One Hundred Fifty Only) towards my Leave Encashment from 05-Apr-23 to 03-Mar-24 vide Bank Transfer																																							
Name	SUNIL KASSIM																																						
Signature																																							
Date	_____ _____ _____ _____																																						