



بنك دخان
DUKHAN BANK

Main Branch

شركات
Corporate

رقم الشيك
Cheque No. 00007936

06-Feb-2023

التاريخ

Date

Pay to the order of ** IMRAN RASHID RASHID **
or bearer

إدفعوا لأمر
أو لحامله

Amount ** ONE THOUSAND EIGHTY FIVE ONLY **
in words

المبلغ
بالحرف

ر.ق
Q.R

1,085.00

Signature التوقيع

UMMSAID BAKERY

A/C No. 1000-00792-506

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

الرجاء عدم الكتابة أو وضع ذلك في المكان أدناه

0000 7936 016340 200151 00000 100000 792506

P.O Box

E-mail:



Payment Advice

Payment Date : 06.02.2023

Document Number : 2360000077

IMRAN RASHID MUHAMMAD RASHID

Supplier code :104359

Doha

QA -

Dear Sir / Madam,

Exchange rate :

Remarks : LE IMRAN RASHID#5075

Payment Method :

Invoice Ref.	Invoice Date	Invoice Amount	Withhold Tax	Other Deduction	Net Amount	Curr
00007936	06.02.2023	1,085.00	0.00	0.00	1,085.00	QAR
		1,085.00	0.00	0.00	1,085.00	QAR

Payment Detail(s)

Bank's Name / A/c No.	Cheque Number	Instrument Date	Amount	Currency
DUKHAN BANK	00007936	06.02.2023	1,085.00	QAR
		Total :	1,085.00	QAR

Amount in words : Qatari Riyal One Thousand Eighty-Five Dirham Only

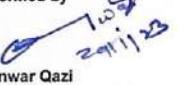
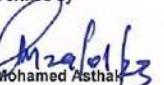
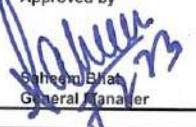
Kindly acknowledge the receipt Thanking You

Authorized Signatory

Receiver's Signature

Service Period From: 09-06-22 To 28-11-22		
LEAVE ENCASHMENT	USB	OF Mr. IMRAN RASHID
UPTO	28-Nov-22	104359 - 5075
DEPARTMENT	Production	
DESIGNATION	Baker	

Basic salary	QR	1,200
HRA	QR	-
Transport Allowance	QR	-
Telephone Allowance	QR	-
Cost of Living Allowance	QR	-
Food Allowance	QR	300
Other Allowance	QR	-
Total Package	QR	1,500
Service Duration	4 Years 11 Months 21 Days	
Leave Category	21	
Appointment date	7-Dec-17	
Joining/Rejoining/Encashment date	9-Jun-22	
Payment Type	d-Pay Card	

<u>LEAVE ALLOWANCE</u>					
From	9-Jun-22	to	28-Nov-22		Qr
(172 x 21) / 344 =					
10.50	days @ Qr	10.50	days	40.00	420
<u>HOUSE RENT ALLOWANCE</u>					
From	9-Jun-22	to	28-Nov-22		
10.50	days @ Qr				0
<u>AIR TICKET PRORATA BASIS</u>					
Amount of air fare					665
Doha-Lahore-Doha					
Self					
Full Fare QR. 2000					
<u>NET TOTAL</u>					
(Qrs. One Thousand Eighty Five Only)					
Prepared by	Verified by	Verified by	Verified by	Verified by	Approved by
 Ansadeen Accountant	 Wasim Sr. Executive HR	 Anwar Qazi Asst. Manager HR & Admin	 Mohamed Asthaan Chief Accountant	 Sameer Mohammed Sr. Finance Manager	 Saleem Bhat General Manager

I, the undersigned Imran Rashid declare that I have received with thanks from Ummsaid Bakery all my dues relating to salary and leave salary totaling Qr.1,085 (Qrs. One Thousand Eighty Five 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 IMRAN RASHID

Signature

Date

State Of Qatar
Residency Permit



دولة قطر
رخصة إقامة

ID.No: 28658602470 الرقم الشخصي:
D.O.B.: 26/10/1986 تاريخ الميلاد:
Expiry: 03/12/2022 الصلاحية:
Nationality: PAKISTAN الجنسية:
Occupation: سائق المهمة:
الاسم: عمران رشيد



Name: IMRAN RASHID RASHID

Passport Number: AY9842932 رقم جواز السفر:
Passport Expiry: 27/01/2023 تاريخ انتهاء الجواز:
Serial No: 31228658602470 الرقم المماس:
Residency Type: عمل - نوع الرخصة:
Employer: الشركة القطرية للصناعات الغذائية (لودكرو) المستلم:

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: 08-01-2023

Full Name	Inyan		
Job Title	Baker	Employee Code	5075
Department	Production	Business Unit	United Bakeries

Leave Type

Annual []	Encashment [✓]	Leave Without Pay []	Leave With Pay []
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Leave Information

Leave From:	Leave up to:	No of Days:	Return to duty date:
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Contact Details while on vacation

Telephone No. :	Mobile No. :
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Address :	Email ID :
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Backup employee during leave period based on discussion with Dept. Head:	Signature of backup employee:
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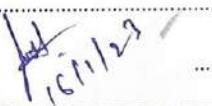


Signature of Employee

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

 Remarks (if any):

Signature of Department Head


 12-01-2023
 Date

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

DOJ: 07/12/17	Total leave taken:
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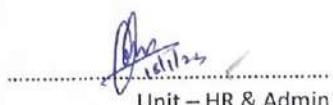
Passport Expiry: -	QID Expiry: -
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Leave Passage & Dependent Details:

From 09/06/22 To 20/11/22 - 10.50

Doha - Lahore - Doha

Economy Class Air Ticket for Soh.


 Unit - HR & Admin

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

No of Days:	Signature:	Date: 18/1/23
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