



بنك دخان
DUKHAN BANK

Main Branch

شركات
Corporate

رقم الشيك
Cheque No.

00001133

Date 30-Jan-2023 التاريخ

Pay to the order of **** POSHRAJ SHRESHTHA ****
or bearer

إدفعوا لأمر
أو لحامله

Amount **** THIRTEEN THOUSAND ONE HUNDRED SEVENTY ONLY** المبلغ
in words بالحروف

رق
Q.R

13,170.00

UNITED BAKERIES

A/C No. 1000-01798-347

Signature التوقيع

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

الرجاء عدم الكتابة أو وضع ختم أسفل الخط

⑈0000 1 1 3 3⑈01:6 3 4 0 2 0 0 1 5⑈00000 10000 1 7 9 8 3 4 7⑈

P.O Box

E-mail:



Payment Advice

Payment Date : 30.01.2023

Document Number : 2360000010

Poshraj Shrestha

Supplier code :101354

Doha

QA -

Dear Sir / Madam,

Exchange rate :

Remarks : FF POSHRAJ SHRESHTHA#3158

Payment Method :

Invoice Ref.	Invoice Date	Invoice Amount	Withhold Tax	Other Deduction	Net Amount	Curr
00001133	30.01.2023	13,170.00	0.00	0.00	13,170.00	QAR
		13,170.00	0.00	0.00	13,170.00	QAR

Payment Detail(s)

Bank's Name / A/c No.	Cheque Number	Instrument Date	Amount	Currency
	00001133	30.01.2023	13,170.00	QAR
		Total :	13,170.00	QAR

Amount in words : THIRTEEN THOUSAND ONE HUNDRED SEVENTY ONLY

Kindly acknowledge the receipt Thanking You

Authorized Signatory

Receiver's Signature

7. 5

Signature

Document Date/Time:30.01.2023/17:42:44

Service Period From: 28-08-11 To 25-01-23	
FULL AND FINAL SETTLEMENT OF Mr.	UNB
TO BE RELEASED ON	POSHRAJ SHRESTHA
DEPARTMENT	25-Jan-23
DESIGNATION	Production
	Operator

Basic Salary	QR	1,000
HRA	QR	-
Transport Allowance	QR	-
Telephone Allowance	QR	-
Cost of Living Allowance	QR	-
Food Allowance	QR	-
Other Allowance	QR	-
Total Package	QR	300
Service Duration	QR	1,300
Leave Category	11 Years 4 Months 28 Days	
Appointment date	28-Aug-11	
Joining/Rejoining/Encashment date	28-Aug-22	
Payment Type	d-Pay Card	

SALARY			
BASIC SALARY	From	To	
	1-Jan-23	25-Jan-23	
	25	days @ Qr	32.26
OTHER ALLOWANCE			806
	From	To	
	1-Jan-23	25-Jan-23	
	25	days @ Qr	9.68
			242

OVERTIME & COMMISSION			
OVERTIME	Dec-22	Jan-23	Dec-22
Normal	80	79	416.67
Holiday	58	32	362.50
			200.00
			1,391

LEAVE SALARY FOR 2021-2022			
BASIC SALARY	From	To	
	28-Aug-22	25-Jan-23	
	(150 x 30) / 335 =	13.43 days	
	13.43	days @ Qr	33.33
AIR TICKET EXIT			448
Amount of air fare			1,100
DOHA-Kathmandu			
SELF			
Full Fare QR. 1100			






END OF SERVICE BENEFITS			
From	28-Aug-2011 to	25-Jan-2023	
	(4169 Days)		9,226
	1000 x 21 / 26 x 4169/ 365)		

Less: Recovery on account of loan and advances paid for expenses as per attached working. -

Less: Unauthorized absenteeism 00 day in 2022. (42)

NET TOTAL

Qrs. Thirteen Thousand One Hundred Seventy Only) 13,170

Prepared by	Verified by	Verified by	Verified by	Approved by
				
Muhammad Anwar Qazi Accountant	Anwar Qazi Sr. Executive HR	Mohamed Asthak Asst. Manager HR & Admin	Sameer Mohammed Chief Accountant	Sameer Mohammed Sr. Finance Manager

I, the undersigned Poshraj Shrestha declare that I have received with thanks from Ummisaid Bakery all my dues relating to salary, leave salary and end of service totaling Qr.13,170(Qrs.Thirteen Thousand One Hundred Seventy 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 Ummisaid 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.

POSRAJ SHRESTHA

Signature _____

Date _____

State Of Qatar
Residency Permit



دولة قطر
رخصة إقامة

ID.No: 29152409749 الرقم الشخصي:
D.O.B.: 21/09/1991 تاريخ الميلاد:
Expiry: 23/08/2023 الصلاحية:

نيبال

الجنسية:

Nationality: NEPAL

Occupation: سائق

المهنة:

الاسم: بشراج شريستا



Name: POSHRAJ SHRESTHA

Passport Number: 12204438 رقم جواز السفر:
Passport Expiry: 05/04/2031 تاريخ انتهاء الجواز:
Serial No: 31229152409749 الرقم الممسلسل:
Residency Type: عمل نوع الرخصة:
Employer: شركه زاد القابضة (ش . م . ق) المستقدم:

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

توقيع حامل البطاقة
Holder's signature



Ref: CHR/F3RA/23/19

Dated: 16th January 2023

To,

Mr. Poshraj Shrestha
Bakery Division
Operator
Emp. Code: 3158

U N B

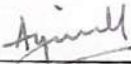
Subject : **ACCEPTANCE OF YOUR RESIGNATION**

Dear Poshraj,

This refers to your resignation letter from the company's services.

The Management hereby accepts your resignation. You will be relieved from your responsibilities with effect from the closing hours of 25th January 2023.

You are requested to collect your final settlement after submitting the required internal clearance form to the Finance department.


Anjum Hussain Abedi
Senior Manager - HR & Admin


Saheem Ahmed Bhat
General Manager

CC:

- Production department
- HR & Admin
- Finance department

Attachments: Internal clearance form.

