

GULF UNITED REAL ESTATE INVESTMENTS CO



Period From 12-Sep-2021 to 02-Mar-2022

LEAVE ENCASHMENT

UPTO

KAIMULLAH ANSARI

DEPARTMENT

2-Mar-22

GUC/4763

DESIGNATION

Maintenance

Cleaner

Basic salary	QR	1,000
HRA	QR	-
Transport Allowance	QR	-
Telephone Allowance	QR	-
Cost of Living Allowance	QR	-
Other Allowance	QR	300
Total Package	QR	1,300
Service Duration	4 Years 11 Months 17 Days	
Leave Category	21	
Appointment date	13-Mar-17	
Joining/Rejoining/Encashment date	12-Sep-21	

LEAVE ALLOWANCE

From	12-Sep-21	to	2-Mar-22	Qr
$(172 \times 21) / 344 =$				
	10.50	days @ Qr	33.33	350

AIR TICKET

Amount of air fare		832
Doha-Kathmandu-Doha	Economy Class	
Self		
Full Fare QR. 2500		

NET TOTAL

1,182

(Qrs.One Thousand One Hundred Eighty Two Only)

Prepared by

Verified by

Verified by

Approved by

27.02.22

Parwez Alam
Executive - Finance

29/06/2022

Zuhair Ahmad Torabi
Sr. Executive - HR

29-06-2022

Avinash Trivedi
Asth. Manager - Fin

Abdella Ali Ismail
General manager

I, received with thanks from GULF UNITED REAL ESTATE INVESTMENTS CO, the sum of Qrs 1,182 (Qrs.One Thousand One Hundred Eighty Two Only) towards my Leave Encashment from 12-Sep-21 to 02-Mar-22 via Mashreq Bank Ch No 00000886 dated 29 Jun 2022

Name

KAIMULLAH ANSARI

Signature

Date

Leave Requisition Form**Part 1 (To be filled by Employee)**

Date of Initiation: 20 June 2022

Full Name : Kaimullah Ansari

Job Title : cleaner

Employee Code : 4763

Department : Maintenance

Business Unit : GNC

Leave Type

Annual []

Encashment [✓]

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:

Kareem
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: 13/03/2017

Total leave taken : —

Passport Expiry : —

QID Expiry : —

Leave Passage & Dependent Details:

10.50 days leave salary up to 02/03/2022.
Sector: Doha - Kathmandu - Doha.
Economy class air ticket for self.

Unit - HR & Admin

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

No of Days :

Signature :

Date : 23/6/22

GULF UNITED REAL ESTATE INVESTMENTS CO



Fare Sheet w.e.f Mar - 2020

Destination		Economy Class - OW			Economy Class - RT		
		Adult	Child	Infant	Adult	Child	Infant
ABUJA	NIGERIA	2620	2210	240	4900	3980	390
AMRITSAR	INDIA	2100	1650	380	4150	2850	550
AMMAN	JORDAN	1850	1450	320	3250	2650	750
ASMARA	ERITREA	1850	1550	240	3000	2600	390
AHMEDABAD	INDIA	2060	1650	320	3250	2600	490
ALGERIS	ALGERIA	3110	2400	400	4929	3840	620
ALEXANDRIA	EGYPT	1580	1330	210	3100	2750	620
AURANGABAD	INDIA	1320	1320	310	2100	2100	490
BANGALORE	INDIA	1900	1500	310	2980	2400	420
BELGAUM	INDIA	1200	1050	310	1980	1720	440
BHOPAL	INDIA	1100	1100	310	1650	1650	510
BEIRUT	LEBANON	1680	1300	290	2700	2100	450
CALICUT	INDIA	1450	1120	210	2250	1900	410
CASABLANCA	MOROCCO	2500	1930	320	3850	3040	480
CAIRO	EGYPT	1580	1330	210	3100	2750	620
COCHIN	INDIA	1315	1080	250	2250	1850	450
CHENNAI	INDIA	1700	1350	350	2550	2100	520
COLOMBO	SRILANKA	1250	1040	240	2250	1850	500
COIMBATORE	INDIA	1350	1350	470	2000	2000	720
CHITTAGONG	BANGLADESH	1230	1000	290	1980	1650	410
DAMASCUS	SYRIA	-	-	-	-	-	-
DELHI	INDIA	1400	1130	290	2300	1800	410
DHAKA	BANGLADESH	1510	1250	250	2550	2100	430
FAISALABAD	PAKISTAN	1465	1100	220	2620	2150	510
GOA	INDIA	1970	1500	450	3200	2550	560
HYDERABAD	INDIA	1900	1500	310	2980	2400	420
ISTANBUL	TURKEY	1750	1390	310	2850	2250	480
ISLAMABAD	PAKISTAN	1510	1250	250	2550	2100	540
KARACHI	PAKISTAN	1350	1100	210	2450	2000	550
KATHMANDU	NEPAL	1500	1210	230	2500	2020	430
KANNUR	INDIA	1200	1050	310	1900	1680	410
KABUL	AFGANISTAN	1550	1230	260	2930	2260	390
KHARTOUM	SUDAN	2700	2250	380	4250	3350	610
KUALALUMPUR	MALAYSIA	2950	2300	350	4750	3740	560
KOLKOTTA	INDIA	1850	1510	290	2850	2310	400
LAGOS	NIGERIA	2950	2430	420	4900	3850	720
LUKNOW	INDIA	1800	1460	350	2800	2260	550
LAHORE	PAKISTAN	1500	1180	220	2700	2200	520
MOGADISHU	SOMALIA	2100	1850	310	3250	2650	620