



Main Branch

شركات
Corporateرقم الشيك
Cheque No.
00007862

Date 01/01/2023

التاريخ

SECURITY PRINTING PRESS

Pay to the order of ***JABIR SHEKH SHEKH HARUL***
or bearerإدفعوا لأمر
أو لحاملهAmount ***Three Thousand Fifty Two Only***
in wordsالمبلغ
بالحرفوف
3,052.00ر.ق
Q.R

UMMSAID BAKERY

A/C No. 1000-00792-506

Signature التوقيع

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

الرجاء عدم الكتابة أو وضع ختم أسفل الخط

000078620163402001500000100000792506#

Umm Said Bakery

1444, Meena Street, Doha Port,
Doha - 1444
Qatar

SUNDRY PAYMENT VOUCHER

Voucher Number	USBSNP00014-0123	Payment Category:	Sundry Payment	Finance Book	USB_FB
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OU Address

1444, Meena Street Doha Port Doha-1444
Qatar

Payment Information

Payee JABIR SHEKH SHEKH HARUL

Pay date	01/01/2023	Exchange	1.000000	Pay Amount	3,052.00	Payment Method	Regular
Pay route	Bank	Pay Currency	QAR	Bank/Cash Code	BBQ-100000792506	Desc.	BBQ-QAR-Current A/C No.100000792506
Payment Release Point	USB	Charge Parameter		Pay Mode	Check		Medium
Voucher	Paid	Created By	ANSANDEEN	Ref.Doc.No			
Header	LEAVE ENCASHMENT OF MR. JABIR SHEKH SHEKH HARUL#5995						
Instrument							
Instrument No.	00007862	Instrument date	01/01/2023	Bank Charges	^Voiding Document No.		
Voiding date	Bank Ref. No.			Direct Debit Date			

Voucher Information

Receiving Bank	Usage Id	Account Code	Dr /	Amount	Account Description	Cost Center	Analysis Code	Remarks
		23010400002	Dr	1,052.00	Payable - Leave Salary	-		MR. JABIR SHEKH SHEKH HARUL#5995 UP TO 17-12-2022
		23010400003	Dr	2,000.00	Payable - Air Fare	/		MR. JABIR SHEKH SHEKH HARUL#5995 UP TO 17-12-2022
				3,052.00				
								Authorized Signatory

Amount in Words Qatari Riyal Three Thousand and Fifty-Two Only

<<<End Of Report>>>

Ummsaid Bakery

(A subsidiary of Zad Holding Company Q.P.S.C.)

كيوبيك
Qbake

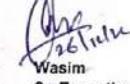
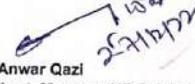
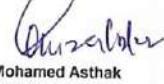
مخبر مسعود

(مملوك لشركة زاد القابضة ش.م.ق.ع.)

Service Period From: 18-07-21 To 17-12-22		
LEAVE ENCASHMENT	USB	OF Mr.JABIR SHEKH SHEKH HARUL
UTO		17-Dec-22
DEPARTMENT		Production
DESIGNATION		Labour

Basic salary	QR	1,000
HRA	QR	-
Transport Allowance	QR	-
Telephone Allowance	QR	-
Cost of Living Allowance	QR	-
Food Allowance	QR	300
Other Allowance	QR	-
Total Package	QR	1,300
Service Duration	3 Years 4 Months 9 Days	
Leave Category	21	
Appointment date	8-Aug-19	
Joining/Rejoining/Encashment date	18-Jul-21	
Payment Type	d-Pay Card	

LEAVE ALLOWANCE					
From	18-Jul-21	to		17-Dec-22	QR
(517 x 21) / 344 =			31.56 days		
	31.56	days @ QR		33.33	1,052
HOUSE RENT ALLOWANCE					
From	18-Jul-21	to		17-Dec-22	
	31.56	days @ QR			0
AIR TICKET					
Amount of air fare					
Doha-Kathmandu-Doha		Economy Class			2,000
Self					
Full Fare QR. 2000					
NET TOTAL					3,052
(Qrs.Three Thousand Fifty Two Only)					

Prepared by	Verified by	Verified by	Verified by	Verified by	Approved by
 Ansaeed Accountant	 Wasim Sr. Executive HR	 Anwar Qazi Asst. Manager HR & Admin	 Mohamed Astak Chief Accountant	 Sameer Mohammed Sr. Finance Manager	 Jahiem Blat General Manager

I, the undersigned Jabir Shekh Shekh Harul declare that I have received with thanks from Ummsaid Bakery all my dues relating to salary and leave salary totaling QR.3,052 (Qrs.Three Thousand Fifty Two 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	JABIR SHEKH SHEKH HARUL
Signature	
Date	

Leave Requisition Form

Part 1 (To be filled by Employee)		Date of Initiation: 15/12/22
Full Name : Tahir sketch shekh Haail		
Job Title : Labour	Employee Code : 5995	
Department : Production	Business Unit : Ummsaid Bakery	
Leave Type		
Annual [<input type="checkbox"/>]	Encashment [<input checked="" type="checkbox"/>]	Leave Without Pay [<input type="checkbox"/>]
Leave With Pay [<input type="checkbox"/>]		
Leave Information		
Leave From:	Leave up to :	No of Days :
Return to duty date:		
Contact Details while on vacation		
Telephone No. :	Mobile No. : 74798236	
Address :	Email ID :	
Backup employee during leave period based on discussion with Dept. Head:	Signature of backup employee:	
 <i>[Handwritten signature over stamp]</i> 15/12/22		
<i>[Signature]</i> Signature of Employee		
Part 2 (Department Approval – to be filled by Department Head)		
Remarks (if any): <i>[Signature]</i> 15/12/22 Signature of Department Head Date RECEIVED 21/12/22 Unit – HR & Admin		
Part 3 (Leave Eligibility – to be filled by HR)		
DOJ: 08/08/19	Total leave taken:	
Passport Expiry: —	QID Expiry: —	
Leave Passage & Dependent Details: From 18/07/21 To 17/12/22 -31.56 Doha - Kathmandu - Doha Economy class Air Ticket for Soof.		
Part 4 (Final Approval – to be filled by CEO/GM/VP)		
No of Days :	Signature :	Date : 21/12/22

State Of Qatar
Residency Permit



دولة قطر
رخصة إقامة

ID.No: 29652436383 رقم الشخص:

D.O.B.: 13/11/1996 تاريخ الميلاد:

Expiry: 07/08/2022 الصلاحية:

نيل الجنسية:

Nationality: NEPAL

Occupation: عامل المهنة:



الاسم: جابر شيخ

Name: JABIR SHEKH SHEKH HARUL

Passport Number: 11061597 رقم جواز السفر:

Passport Expiry: 22/08/2028 تاريخ انتهاء جواز:

Serial No: 30229652436383 السرقة المنسق:

Residency Type: عمل نوع الرخصة:

Employer: شركة مطابع النفق القطرية المستلم:

مدير عام الإدارة العامة للجوازات

General Director of the General Directorate of Passports

توقيع حاصل البطاقة

Holder's signature

