

Shehzad Shaikh

From: Anjum Hussain <anjum@zad.qa>
Sent: Thursday, June 2, 2022 11:51 AM
To: Shehzad Shaikh
Subject: FW: approval required for personal loan request by two QDC employees

Dear Shehzad,

Please find enclosed email approval for your reference and action.

Thanks and Regards,

Anjum Hussain
Senior Manager - Human Resources & Admin



Zad Holding Company Q.P.S.C
P.O. Box - 1444, Doha - QATAR
Tel : +974-44489607 | Fax : +974-44438137 | Mob: +974-55830098
Email : anium@zad.qa | Web : www.zad.qa

From: Tarique Mohammad <tarique@zad.qa>
Sent: Thursday, June 2, 2022 11:40 AM
To: Anjum Hussain <anjum@zad.qa>
Subject: RE: approval required for personal loan request by two QDC employees

ok

From: Anjum Hussain <anjum@zad.qa>

Sent: Thursday, June 2, 2022 9:36 AM

To: Tarique Mohammad <tarique@zad.qa>

Subject: approval required for personal loan request by two QDC employees

Dear Sir,

We have received a personal loan request from two QDC employees for personal reasons. Their details are :

Name	Pyar Mohammed Mohammed Taher	Ahmad Nouralhoda Almajzoub
Emp Code	1018	208
Designation	AC Technician	PRO
Date of Joining	17-Oct-19	01-Aug-06
Reason for Personal Loan	House Repairs	School fees for children
Basic Salary (QAR)	1,200	3,000
Gross Salary (QAR)	1,600	6,650
Amount Requested (QAR)	2,000	4,500
Loan to be Granted (QAR)	1,500 ✓	4,500
Total EOSB (as on 1 st June '22)	2,544	38,391
75 % of EOSB	1,908	28,793
Deduction per month (QAR)	250	450
Number of Installments for recovery	6	10
GM Recommendation	Yes	Yes

Submitting this case for your consideration and approval.

Thanks and Regards,

Anjum Hussain
Senior Manager - Human Resources & Admin



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