



بنك دخان
DUKHAN BANK

Main Branch



شركات
Corporate

رقم الشيك
Cheque No.

00009761

21-Jun-2023

Date

التاريخ

Pay to the order of **** BIR BAHADUR LAMA ****
or bearer

إدفعوا لأمر
أو لحامله

Amount **** THREE THOUSAND SEVEN HUNDRED EIGHTY THREE**
in words

المبلغ
بالحروف

رق
Q.R

3,783.00

ONLY **

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

0000976101634020015100000100000792506

Ummsaid Bakery Qatar

Al Meena Street

P.O Box 1444 Doha Qatar

E-mail: info@qbake.qa



Payment Advice

Payment Date : 21.06.2023

Document Number : 2334022037

Supplier code :104105

BIR BAHADUR LAMA

Doha

QA -

Dear Sir / Madam,

Exchange rate :

Remarks : LS-BIR BAHADUR #4889

Payment Method :

Ref.Document.no	Document Date	Document Amount	Other Deduction	Net Amount	Curr
00009761	21.06.2023	3,783.00	0.00	3,783.00	QAR
		3,783.00	0.00	3,783.00	QAR

Payment Detail(s)

Bank's Name / A/c No.	Cheque Number	Instrument Date	Amount	Currency
DUKHAN BANK	00009761	21.06.2023	3,783.00	QAR
100000792506		Total :	3,783.00	QAR

Amount in words : Qatari Riyal Three Thousand Seven Hundred Eighty-Three Only

Kindly acknowledge the receipt

Thanking You

Prepared By

Verified By

Authorized By

Receiver's Signature

Document Date/Time:21.06.2023/16:57:03

Ummsaid Bakery

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



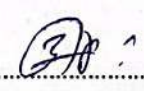
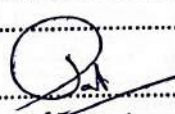
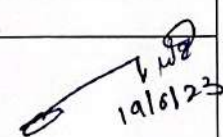
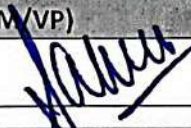
كيوبيك
Qbake

مخبز مسعيد

(مملوك لشركة زاد القابضة ش.م.ق.ع.)

Service Period From: 26-06-17 To 12-07-23				
104105 - 4889		LEAVE SETTLEMENT OF Mr.		USB
				BIR BAHADUR LAMA
TO BE RECEIVED ON	12-Jul-23	Basic Salary	QR	1,000
DEPARTMENT	Production	HRA	QR	-
DESIGNATION	Labour	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	5 Years 11 Months 1 Days	
		Leave Category	30	
		Appointment date	26-Jun-17	
		Joining/Rejoining/Encashment date	26-Jun-22	
		Payment Type	d-Pay Card	
SALARY				
BASIC SALARY				
From	1-Jul-23	to	12-Jul-23	
	12	days @ Qr	32.26	387
FOOD ALLOWANCE				
From	1-Jul-23	to	12-Jul-23	
	12.00	days @ Qr	9.68	116
LEAVE SALARY				
BASIC SALARY				
From	26-Jun-22	to	27-May-23	
(335 x 30) / 335 =	30.00	days @ Qr	33.33	1,000
AIR TICKET				
Amount of air fare				
Doha-Kathmandu-Doha Economy Class				
SELF				
Full Fare QR. 2280				2,280
NET TOTAL				3,783
(Qrs.Three Thousand Seven Hundred Eighty Three Only)				
Prepared by	Verified by	Verified by	Verified by	Approved by
W. Sandeen	Anwar Qazi	Mohamed Asthak	Sameer Mohammed	Sameer Bhat
Accountant	Manager HR & Admin	Chief Accountant	Sr. Finance Manager	General Manager
I, the undersigned Bir Bahadur Lama declare that I have received with thanks from Ummsaid Bakery all my dues relating to salary and leave salary totaling Qr.3,783(Qrs.Three Thousand Seven Hundred Eighty Three 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	BIR BAHADUR LAMA			
Signature				
Date				

Leave Requisition Form

Part 1 (To be filled by Employee)		Date of Initiation:	
Full Name : <u>Bir Bhadur Lama</u>			
Job Title : <u>Helper</u>		Employee Code : <u>4889</u>	
Department : <u>Production</u>		Business Unit : <u>Ummsaid Bakery</u>	
Leave Type			
Annual <input checked="" type="checkbox"/> Encashment <input type="checkbox"/> Leave Without Pay <input type="checkbox"/> Leave With Pay <input type="checkbox"/>			
Leave Information			
Leave From: <u>13/07/23</u>		Leave up to : <u>26/08/23</u>	
No of Days : <u>45</u>		Return to duty date: <u>27/08/23</u>	
Contact Details while on vacation			
Telephone No. :		Mobile No. : <u>+977 9806539192</u>	
Address :		Email ID :	
Backup employee during leave period based on discussion with Dept. Head:		Signature of backup employee:	
<u>(5305) Gyan Bhadur</u>			
		 Signature of Employee	
Part 2 (Department Approval – to be filled by Department Head)			
Remarks (if any):			
 Signature of Department Head		<u>18/06/23</u> Date	
Part 3 (Leave Eligibility – to be filled by HR)			
DOJ: <u>26/06/17</u>		Total leave taken : <u>45 days in 2022</u>	
Passport Expiry : <u>09/11/31</u>		QID Expiry : <u>23/06/24</u>	
Leave Passage & Dependent Details:			
<u>From 26/06/22 To 29/05/23 - 30</u> <u>Doha - Kathmandu - Doha</u> <u>Economy Class Air Ticket for self.</u>			
		 Unit – HR & Admin	
Part 4 (Final Approval – to be filled by CEO/GM/VP)			
No of Days : <u>45</u>		Signature : 	
		Date : <u>20.6.23</u>	

State Of Qatar
Residency Permit



دولة قطر
رخصة إقامة

ID.No: 29352441168

الرقم الشخصي:

D.O.B.: 21/02/1993

تاريخ الميلاد:

Expiry: 23/06/2022

الصلاحية:

نيپال

الجنسية:

Nationality: NEPAL

Occupation: عامل

المهنة:

الاسم: بدير باهادور لاما



Name: BIR BAHADUR LAMA

Passport Number: 12502602

رقم جواز السفر:

Passport Expiry: 08/11/2031

تاريخ انتهاء الجواز:

Serial No: 30629352441168

الرقم المسلسل:

Residency Type: عمل

نوع الرخصة:

Employer: مخبز امسيد

المستقدم:

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

توقيع حامل البطاقة
Holder's signature

