

Qatar Flour Mills Co.

256000 445

PERIOD FROM: 25-SEP-2024 TO: 03-OCT-2025

LEAVE SETTLEMENT	MOHD AZAD
UPTO	03/Oct/2025
DEPARTMENT	W/SHOP
DESIGNATION	Junior Supervisor


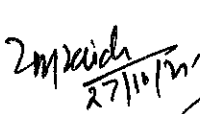
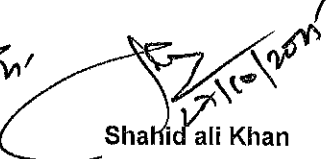


Basic salary	QAR	2,700
HRA	QAR	-
Transport Allowance	QAR	-
Telephone Allowance	QAR	25
Cost of Living Allowance	QAR	-
Other Allowance	QAR	-
Hardship Allowance	QAR	-
Food Allowance	QAR	-
Total Package	QAR	2,725
Mode of Salary Payment	Bank Transfer	
Service Duration	2 Years	
Leave Category	30	
Appointment date	25/Sep/2023	
Joining/Rejoining/Encashment date	25/Sep/2024	

LEAVE ALLOWANCE	Excess leave 38 Days	2,700
From	25/Sep/2024	to
(335 x 30) / 335 =	30.00	days @ Qr
		03/Oct/2025
		90.00

AIR TICKET	2,950
Amount of air fare - Sector Doha - Delhi - Doha	
For Self	
Full Fare QAR (2950)	

NET TOTAL **5,650**

(QAR.Five Thousand Six Hundred Fifty Only)

Prepared By	Verified By	Verified By	Reviewed By	Approved By
				
Farooque Accountant	Zain Mehdi Manager-HR	Shahid ali Khan Asst. Manager Finance	Faizaan Khatri Sr. Finance Manager	Adnan Meerji General Manager

I, Mohd Azad Received With Thanks From M/S Qatar Flour Mills Company The Sum Of Qrs.5,650 (Qar.Five Thousand Six Hundred Fifty Only) Towards My Leave Settlement From 25-Sep-2024 To 03-Oct-2025 With Air Fare Doha - Delhi - Doha Cash In Lieu Of Dukhan Bank Cheque No:

Name **MOHD AZAD**

Signature

Date

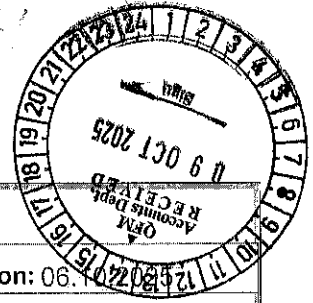
Fare sheet for the Month of Oct 2025

Destination		Economy Class - OW			Economy Class - RT		
		Adult	Child	Infant	Adult	Child	Infant
ABUJA	NIGERIA	3300	2620	570	5140	3930	920
AMRITSAR	INDIA	1960	1560	400	2960	2430	600
AMMAN	JORDAN	1050	860	220	2300	1880	700
ASMARA	ERITREA	1750	1600	300	4850	4300	440
AHMEDABAD	INDIA	1900	1550	360	3250	2650	610
ALGERIS	ALGERIA	2050	1650	420	3350	2660	620
ALEXANDRIA	EGYPT	1650	1350	320	3200	2560	740
AURANGABAD	INDIA	1620	1330	250	2980	2580	480
ADDIS ABABA	ETHIOPIA	1500	1200	280	2540	2120	450
BANGALORE	INDIA	1500	1220	310	2500	2050	480
BHUBANESHWAR	INDIA	1440	1040	280	2650	2050	430
BELGAUM	INDIA	1400	1400	340	2450	2450	550
BHOPAL	INDIA	1520	1230	250	2340	1840	440
BEIRUT	LEBANON	1400	1120	270	2250	1850	420
CALICUT	INDIA	1500	1220	300	2450	2000	480
CASABLANCA	MOROCCO	2500	1930	440	4120	3200	720
CAIRO	EGYPT	930	780	200	1600	1350	450
COCHIN	INDIA	1380	1120	280	2250	1860	460
CHENNAI	INDIA	1600	1300	320	2550	2100	510
COLOMBO	SRILANKA	1260	1050	260	2200	1850	460
COIMBATORE	INDIA	1220	1000	280	2380	184	480
CHITTAGONG	BANGLADESH	1350	1100	300	2840	2300	600
CHICAGO	USA	4080	3250	800	6520	5200	1320
DAMASCUS	SYRIA	1780	1400	320	3100	2420	570
DOUALA	CAMEROON	2550	2150	280	5600	4700	1050
DELHI	INDIA	1650	1380	350	2950	2400	560
DHAKA	BANGLADESH	1450	1200	320	2700	2200	610
DARES SALAM	TANZANIA	2220	1800	400	4480	3580	770

AA

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

Date of Initiation: 06.11.2025

Full Name : MOHD.AZAD

Job Title : JUNIOR SUPERVISOR

Employee Code : 7248

Department : MAINTENANCE

Business Unit : QFM

Leave TypeAnnual ☒ Encashment [] Leave Without Pay [] Leave With Pay []**Leave Information**

Leave From: 09.11.2025

Leave up to : 08.12.2025

No of Days : 30

Return to duty date: 9.12.2025

Contact Details while on vacation

Telephone No. :

Mobile No. : +91 7503619485

Address : Sec-23, Sanjay Nagar Ghaziabad, U.P.

Email ID :

Backup employee during leave period based on discussion with Dept. Head:

Sayyed Arif.

Signature of backup employee:

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 : 25/9/2023

Total leave taken : 68 days

Passport Expiry : 01/3/2025

QID Expiry : 06/5/2026

Leave Passage & Dependent Details:

Delhi economy ticket for self

From 25/9/24 to 03/10/25 for 30 days

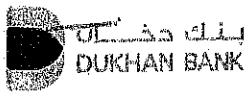
Signature
Unit – HR & Admin

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

No of Days :

Signature :

Date :



Main Branch

شركات
Corporateرقم الشيك
Cheque No. 00006268

Date 29-Sep-2024 التاريخ

Pay to the order of
or bearer ** MOHD AZAD MOHD ISRAIL **إدفعوا لأمر
أو لحاملهAmount
In words ** FIVE THOUSAND FIVE HUNDRED NINETY EIGHT ONLY **المبلغ
بالخروف QR 5,598.00

QATAR FLOUR MILLS COMPANY

A/C No. 1000-00832-880

Signature

التوقيع

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

الرجاء عدم الكتابة أو وضع ختم أسفل الخط

⑈00006268⑈01:634020015⑈00000100000832880⑈

Ref. Doc. No	Posting Date	DC Type	Sup. Doc. No	Sup. Doc. Date	Currency	Doc Amount	Adjustment	Pay. Amount
2460000489	29.09.2024	SA	2460000489	22.09.2024	QAR	348.00	0.00	348.00
2460000489	29.09.2024	SA	2460000489	22.09.2024	QAR	2,700.00	0.00	2,700.00
2460000489	29.09.2024	SA	2460000489	22.09.2024	QAR	2,550.00	0.00	2,550.00
Total					QAR	5,598.00	0.00	5,598.00

Bank Name	A/C No.	Cheque No	Cheque Date	Currency	Amount	Remarks
DUKHAN BANK	100000832880	00006268	29 Sep 2024	QAR	5,598.00	

Amount in Words : Qatari Riyal Five Thousand Five Hundred Ninety-Eight Only

Created

29/09/24

Verified

Authorised

Receiver's Details

Kindly Acknowledge the receipts

Name :

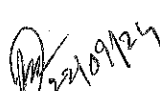
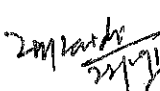
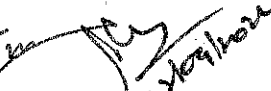


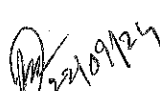
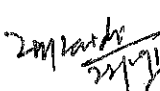
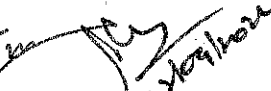


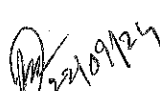
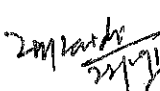
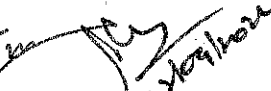



Signature :

Payment Request Approvals

Pay. Req. Ref	PR Date	Creator	Level 1	Level 2	Level 3	Level 4	Level 5

2460000489/6268

Qatar Flour Mills Co.

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<p>Name MOHD AZAD</p>																																													
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<p>Date _____</p>																																													



Leave Requisition Form

Part 1 (To be filled by Employee)

Date of Initiation: 04 SEP 2024

Full Name : MOHD.AZAD

Job Title : JUNIOR SUPERVISOR

Employee Code : 7248

Department : MAINTENANCE

Business Unit : QFM

Leave Type

Annual []

Encashment []

Leave Without Pay []

Leave with Pay [☒]

Leave Information

Leave From: 05/10/2024

Leave up to: 03/11/2024

No of Days: 30

Return to duty date: 04/11/2024

Contact Details while on vacation

Telephone No.:

Mobile No.: +917503619485

Address: SEC-23 SUNJAY NAGAR GHAZIABAD (U.P)

Email Id :

Backup employee during leave period based on discussion with Dept. Head:

Sayed Arif -

Signature of backup employee:

[Signature]

[Signature]
Signature of Employee

Part 2 (Department Approval – to be filled by Department Head)

Remarks (if any):

[Signature]
Signature of Department Head

Date

Part 3 (Leave Eligibility – to be filled by HR)

DOJ: 25/9/2023

Total leave taken: -

Passport Expiry: 11/3/2025

QID Expiry: 06/5/2025

Leave Passage & Dependent Details:

Delhi economy ticket for self

From 25/9/2023 to 25/8/2024 for 30 days.

[Signature]
Unit – HR & Admin

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

No of Days:

Signature: 03.09.2024

Date:

State Of Qatar
Residency Permit



دولة قطر
رخصة إقامة

ID.No: 29435607238 الرقم الشخصي:
D.O.B.: 19/12/1994 تاريخ الميلاد:
Expiry: 06/05/2025 الصلاحية:
الجنسية:



Nationality: INDIA

Occupation: فني المهنة:

الاسم: محمد آزاد محمد اسرائيل

Name: MOHD AZAD MOHD ISRAIL

Passport Number: C6804608 رقم جواز السفر:
Passport Expiry: 01/03/2035 تاريخ انتهاء الجواز:
Serial No: 31329435607238 الرقم المسلسل:
Residency Type: عمل نوع الرخصة:
Employer: الشركة القطرية للصناعات الغذائية فودكو المتقدم:

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

توقيع حامل البطاقة
Holder's signature

