



SECURITY PRINTING PRESS

Main Branch

شركات
Corporateرقم الشيك
Cheque No.
00009841

20-Aug-2023

التاريخ

Date

6,768.00

Pay to the order of ** AJAYAN PEEDIKAPARAMBIL SREEDHARAN **
or bearerإدفعوا لأمر
أو تحملهAmount ** SIX THOUSAND SEVEN HUNDRED SIXTY EIGHT ONLY **
in words المبلغ بالدروجر.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

00009841063402001500000100000792506

Umm Said Bakery Qatar
 Al Meena Street
 P.O Box 1444 Doha Qatar
 E-mail: info@qbake.qa



Payment Advice	Payment Date : 20.08.2023
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Document Number : 2334029265

Supplier code :100639

AJAYAN PEEDIKAPARAMBIL SREEDHARAN
 Doha
 QA -
 Dear Sir / Madam,

Exchange rate :

Remarks : LS AJAYAN PS #2478

Payment Method :

Ref.Document.no	Document Date	Document Amount	Other Deduction	Net Amount	Curr
00009841	20.08.2023	6,768.00-	0.00	6,768.00-	QAR
		6,768.00	0.00	6,768.00	QAR

Payment Detail(s)

Bank's Name / A/c No.	Cheque Number	Instrument Date	Amount	Currency
DUKHAN BANK	00009841	20.08.2023	6,768.00	QAR
100000792506		Total :	6,768.00	QAR

Amount in words : Qatari Riyal Six Thousand Seven Hundred Sixty-Eight Only

Kindly acknowledge the receipt

Thanking You

Prepared By

Verified By

Authorized By

Receiver's Signature

Document Date/Time: 20.08.2023/14:34:59

		Service Period From: 14-01-09 To 29-08-23	
100639 - 2478	LEAVE SETTLEMENT OF Mr.	USB	AJAYAN P S
TO BE RECEIVED ON	29-Aug-23	Basic Salary	QR 2,050
DEPARTMENT	Production	HRA	QR -
DESIGNATION	Baker	Transport Allowance	QR -
		Telephone Allowance	QR -
		Cost of Living Allowance	QR -
		Food Allowance	QR -
		Other Allowance	QR 2,050
		Total Package	13 Years 11 Months 1 Days
		Service Duration	30
		Leave Category	14-Jan-09
		Appointment date	14-Jan-22
		Joining/Rejoining/Encashment date	d-Pay Card
		Payment Type	
SALARY			
BASIC SALARY	From 1-Aug-23 to 29 days @ QR	29-Aug-23 66.13	1,918
			LEAVE SALARY
BASIC SALARY	From 14-Jan-22 to 30.00 days @ QR	15-Dec-22 68.33	2,050
(335 x 30) / 335 =			
AIR TICKET	Amount of air fare Doha-Mumbai-Doha SELF Full Fare QR. 2800	Economy Class	2,800
NET TOTAL			
(Qrs.Six Thousand Seven Hundred Sixty Eight Only)			
Prepared by Anasadeen Accountant	Verified by Anwar Qazi Manager HR & Admin	Verified by Mohamed Astbak Chief Accountant	Verified by Sameer Mohammad Sr. Finance Manager
	14-08-23	14-08-23	14-08-23
			Approved by Saheem Butt General Manager
<p>I, the undersigned Ajayan P S declare that I have received with thanks from Ummsaid Bakery all my dues relating to salary and leave salary totaling QR.6,768 (Qrs.Six Thousand Seven Hundred Sixty Eight Only) vide Cheque No.</p> <p>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.</p>			
Name	AJAYAN P S		
Signature			
Date			

دوّلة قطر
رخصة إقامة

State Of Qatar
Residency Permit



ID.No: 26935620739 الرقم الشخصي:

D.O.B.: 28/05/1969 تاريخ الميلاد:

Expiry: 11/01/2024 الصلاحية:

الهند الجنسية:

Nationality: INDIA

Occupation: عامل تعبئة المهنة:

الاسم: اجayan شريдан



Name: AJAYAN PEEDIKAPARAMBIL SREEDHARAN

Passport Number: R8303764 رقم جواز السفر:

Passport Expiry: 17/02/2028 تاريخ انتهاء الجواز:

Serial No: 31626935620739 رقم المسلسل:

Residency Type: عمل نوع الرخصة:

Employer: شركة زاد القابضة (ش . م . ق) المستقدم:

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

توقيع حامل البطاقة
Holder's signature





Leave Requisition Form

Part 1 (To be filled by Employee)		Date of Initiation:
Full Name :	Ajayan KM	
Job Title :	Baker	Employee Code : 2478
Department : Production	Business Unit : Ummsaid Bakery	
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: 30/08/23 Leave up to: 09/10/23 No of Days: 40 Return to duty date: 10/10/23.		
Contact Details while on vacation		
Telephone No. :	Mobile No. : +919567669411	
Address :	Email ID :	
Backup employee during leave period based on discussion with Dept. Head:	Signature of backup employee: 4234 Harikumar D. Haribabu	
Rao RECEIVED 07 AUG 2023 D.M. Signature of Employee		
Part 2 (Department Approval – to be filled by Department Head)		
Remarks (if any): Signature of Department Head 31/08/23 Date		
Part 3 (Leave Eligibility – to be filled by HR)		
DOJ: 14/01/09	Total leave taken: 47 days in 2022	
Passport Expiry: 17/02/28	QID Expiry: 11/01/24	
Leave Passage & Dependent Details: From 14/01/22 To 15/12/22 - 30 Doha - Mumbai - Doha Economy Class Air Ticket for Solt.		
Unit – HR & Admin		
Part 4 (Final Approval – to be filled by CEO/GM/VP)		
No of Days: 40	Signature:	Date: 7.8.23