



بنك دخان  
DUKHAN BANK

SECURITY PRINTING PRESS

Main Branch

شركات  
Corporate

رقم الشيك  
Cheque No.  
00007911

Date 25-Jan-2023 التاریخ

إدفعوا لأمر  
أو لحامله

\*\* JABI ULLA \*\*

Pay to the order of  
or bearer

Amount \*\* THREE THOUSAND FIFTY TWO ONLY \*\*  
in words

المبلغ  
بالدرر

ر.ق.  
Q.R

3,052.00

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

0000 7911 016340 200150 00000 100000 792506

P.O Box  
E-mail:



### Payment Advice

Payment Date : 25.01.2023

Document Number : 2360000026

JABI ULLA&#160;

Supplier code :105995

Doha

QA -

Dear Sir / Madam,

Exchange rate :

Remarks : LE JABIULLAH#6252

Payment Method :

Invoice Ref.	Invoice Date	Invoice Amount	Withhold Tax	Other Deduction	Net Amount	Curr
00007911	25.01.2023	3,052.00	0.00	0.00	3,052.00	QAR
		3,052.00	0.00	0.00	3,052.00	QAR

### Payment Detail(s)

Bank's Name / A/c No.	Cheque Number	Instrument Date	Amount	Currency
	00007911	25.01.2023	3,052.00	QAR
		Total :	3,052.00	QAR

Amount in words : THREE THOUSAND FIFTY-TWO ONLY

Kindly acknowledge the receipt Thanking You

Authorized Signatory

Receiver's Signature

7 3

Re Joh.

**Ummsaid Bakery**

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

كيوبيك  
Qbake

**مخبز مسعود**

(مملوک لشركة زاد القابضة ش.م.ق.ع.)

Service Period From: 29-08-21 To 28-01-23

LEAVE ENCASHMENT	USB	OF Mr.JABI ULLA
UPTO	28-Jan-23	105995 - 6252
DEPARTMENT	Sales	
DESIGNATION	Sales Assistant	

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	-
<b>Total Package</b>	<b>QR</b>	<b>1,300</b>
Service Duration	2 Years 11 Months 2 Days	
Leave Category	21	
Appointment date	26-Feb-20	
Joining/Rejoining/Encashment date	29-Aug-21	
Payment Type	d-Pay Card	

**LEAVE ALLOWANCE**

From	29-Aug-21	to	28-Jan-23
( 517 x 21 ) / 344 =	31.56	days @ QR	33.33

QR

1,052

**HOUSE RENT ALLOWANCE**

From	29-Aug-21	to	28-Jan-23
31.56	days @ QR	-	0

0

**AIR TICKET**

Amount of air fare	2,000
Doha-Kathmandu-Doha	
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
Ansahdeen Accountant	Wasim Sr. Executive HR	Anwar Qazi Asst. Manager HR & Admin	Mohamed Asthak Chief Accountant	Sameer Mohammed Sr. Finance Manager	Sahelin Bhat General Manager

I, the undersigned Jabi Ulla 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	JABI ULLA
Signature	.....
Date	.....



**State Of Qatar  
Residency Permit**

دوّلَةُ قُطْرٍ  
رِسَامَةُ الْقَادِمَةِ

ID.No:	29552442599	الرقم الشخصي:
D.O.B.:	24/01/1995	تاريخ الميلاد:
Expiry:	26/02/2023	الصلاحية:
	نيبال	الجنسية:
Nationality:	NEPAL	
Occupation:	عامل	المهنة:
		الاسم: جابي الا

Name: JABI ULLA

Passport Number:	000000000000000000	رقم جواز السفر:
Passport Expiry:	05/04/2026	تاريخ التهيه للجواز:
Serial No:	30229552442599	الرقم المسري:
Residency Type:	عمل	نوع الرخصة:
Employer:	شركة مطاحن الدقيق القطرية	المستلم:
Minister General Director of the General Directorate of Passports	توقيع حامل البطاقة	
General Director of the General Directorate of Passports	Holder's signature	

**جوازات سفر عامہ**  
**General Director of the General  
Directorate of Passports**

توقيع حامل اليمامة  
Holder's signature

A standard linear barcode is positioned horizontally across the bottom of the page.





### Leave Requisition Form

<b>Part 1 (To be filled by Employee)</b>		Date of Initiation: 06.12.2022
Full Name : JABIULLA Job Title : SALES ASST., Employee Code : 6252 Department : SALES Business Unit : Q.BAKE		
<b>Leave Type</b> Annual [ ] Encashment [✓] Leave Without Pay [ ] Leave With Pay [ ]		
<b>Leave Information</b> Leave From:      Leave up to:      No of Days:      Return to duty date:		
<b>Contact Details while on vacation</b> Telephone No. :      Mobile No. : Address :      Email ID : Backup employee during leave period based on discussion with Dept. Head: <i>Accounts Dept.</i> <i>13 DEC 2022</i> <i>RECEIVED</i>		
 Signature of Employee		
<b>Part 2 (Department Approval – to be filled by Department Head)</b> Remarks (if any): <i>Encashment can be approved if due.</i> <i>✓</i> ..... Date: <i>10.12.2022</i> Signature of Department Head		
<b>Part 3 (Leave Eligibility – to be filled by HR)</b> DOJ: <i>26/02/20</i> Total leave taken: Passport Expiry: — QID Expiry: — Leave Passage & Dependent Details: <i>From 29/03/21 To 28/01/23 - 31.56</i> <i>Doha-Kathmandu-Doha</i> <i>Economy Class Air Ticket for SOCF</i> ..... Unit – HR & Admin		
<b>Part 4 (Final Approval – to be filled by CEO/GM/VP)</b> No of Days: <i>Jabiulla</i> Signature: <i>Y. IY W</i> Date: <i>17.12.22</i>		