

**Shakti Foundation For Disadvantaged Women  
Employee Final Settlement**

Reference: Shakti/ Finance /Treasury/EFS/2026/311

Date:01-04-2026

**Employee Information**

Employee Name:	Nasima Islam Eti	Separation Effective Date:	30-Sep-25
Employee ID:	4528	Length of Service:	14 years 9 Months 22 Days
Post Name:	Paramedic	Salary paid up to:	30-Sep-25
Branch / Department:	Nawbgonj-Section Dhaka	Separation Type:	Contract Not Renewed
Branch / Department Code	4147	Notice Period:	0 Month
Employment Type:	Contractual	Notice Period Completed:	0 Month
Date of joining:	8-Dec-2010	Annual Leave Encashment Balance	0 Days
Date of Confirmation:		Leave without Pay (Days)	0 Days
Resignation Submission Date		Contact Number	01760744452
Last Working Day (As per Attendance)	30-Sep-2025	Email ID :	

Salary Information	Amount	Day's	Amount
Gross	20,000	0	-
<b>A.Total salary Dues</b>			-

Gratuity Information	Basic	Year	No. of Gratuity	Amount
Gratuity	-	-	-	-
<b>B.Total Gratuity Dues</b>				-

Additional Payment	Amount
Leave Encashment	-
TA & DA / Field trips	-
DSA	-
Motor Cycle Allowance	-
Ancholik Allowance	-
Shurakkha Bhata	-
Due Distance Allowance	-
Security Deposit	-
Security Deposit Interest	-
Over Time ( March & April,2025)	-
<b>C.Total Additional Payment</b>	-

Deductions	Amount (S)
Financial Misappropriation	-
Motorcycle Loan	-
Security Deposit	-
Security Deposit Interest	-
Mobile Phone Handset Loan	-
Mobile Phone Subsidy	-
One Month Salary	-
Abashon Rent	-
Income Tax	-
<b>D.Total Deduction</b>	-
<b>E.Total Payable / Receivable (A+B+C-D)</b>	-

**Provident Fund**

Particular (S)	Amount (S)	Particular (S)	Amount (S)
Employees Contribution		- PF Loan (Principal)	-
Organization Contribution		- PF Loan (Interest)	-
Profit on Employees Contribution			-
Profit on Organization Contribution			-
<b>Total</b>		<b>- Total PF Payable</b>	-

<b>Total Salary &amp; Others (E)</b>	
<b>Total Provident Fund</b>	
<b>Total End of Service Benefit</b>	
In Words: No Taka.	

**Process and Calculation  
is Audited based on  
supporting documents**

বি.স.স্মারক নং: শক্তি/এইচ আর কমপ্লায়েন্স এবং সেপারেশন/ পলিসি সংশোধন ও সংযোজন নোট ইস্যু/২০২৫/০৫ মোতাবেক ৩০-০৯-২০২৫ তারিখের বেতন প্রদান করা হয়েছে।

Prepared By M Rakim 01.04.26  
 Checked By [Signature] 01.04.26  
 Reviewed By [Signature] 01.04.26  
 Approved By [Signature] 01.04.26  
 M. Abdul Halim  
 Senior Director &  
 Head of Finance &  
 Shakti Foundation  
 for Disadvantaged Women

<b>Employee Acknowledgement</b>	Receiver's Name:
BDT <input type="checkbox"/> Received From/ <input type="checkbox"/> Paid To Shakti Foundation	Signature & Date:
In Words: No Taka.	

Checked by  
[Signature]