

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

Date:08-04-2026

Reference: Shakti/ Finance /Treasury/EFS/2026/103

Employee Information	
Employee Name:	Md. Toriql Islam
Employee ID:	19051
Post Name:	Accountant
Branch / Department:	Bhuapur Tangail
Branch / Department Code	0372
Employment Type:	Permanent
Date of joining:	30-Oct-2022
Date of Confirmation:	1-Mar-2023
Resignation Submission Date	9-Dec-2025
Last Working Day (As Per Attendance)	7-Jan-2026
Separation Effective Date:	08-Jan-26
Length of Service:	3 years 2 Months 9 Days
Salary paid up to:	30-Nov-25
Separation Type:	Resignation
Notice Period:	0 1 Month
Notice Period Completed:	0 Months 30 Days
Annual Leave Encashment Balance	0 Days
Leave without Pay (Days)	0 Days
Contact Number	01318545078
Email ID :	

Salary Information	Amount	Day's	Amount
Gross	27,984	38	34,303
A.Total salary Dues			34,303

Gratuity Information	Basic	Year	No. of Gratuity	Amount
Gratuity	-	-	-	-
B.Total Gratuity Dues				

Additional Payment	Amount
Leave Encashment	4,664
TA & DA / Field trips	2,452
DSA	-
Motor Cycle Allowance	-
Ancholik Allowance	1,839
Shurakkha Bhata	-
Distance Allowance	2,500
Security Deposit	15,000
Security Deposit Interest	2,569
Other Allowance	-
C.Total Additional Payment	29,024

Deductions	Amount (S)
Financial Misappropriation	-
Motorcycle Loan	-
Bicycle Loan	-
Mobile Phone Handset Loan	-
Mobile Phone Subsidy	-
Security Deposit	-
Security Deposit Interest	-
One Month Salary	600
Abashaon Rent	-
Income Tax	-
D.Total Deduction	600
E.Total Payable / Receivable (A+B+C-D)	62,727

Shakti Foundation (Private)
20 APR 2026
[Signature]

Particular (S)	Amount (S)	Particular (S)	Amount (S)
Employees Contribution	31,871	PF Loan (Principal)	-
Organization Contribution	31,871	PF Loan (Interest)	-
Profit on Employees Contribution	3,651		-
Profit on Organization Contribution	3,651		-
Total	71,044	Total PF Payable	-

Total Salary & Others (E)	62,727
Total Provident Fund	71,044
Total End of Service Benefit	133,771

In Words: One Lac Thirty Three Thousand Seven Hundred Seventy One Taka Only.

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

Prepared By *M Rahman*
08.04.2026

Checked By *[Signature]*
08.04.26

Approved By *[Signature]*
Md. Abdul Halim
Senior Director &
Head of Finance
Shakti Foundation
for Disadvantaged Women

Employee Acknowledgement	Receiver's Name:
BDT 133,771 received From/ paid To Shakti Foundation	Signature & Date:
In Words: One Lac Thirty Three Thousand Seven Hundred Seventy One Taka Only.	

checked by [Signature]

Employee Personal Bank Account Informaton

Required Information

01. Employee EIN :

19051

02. Account Holder Name:

MD. TORIQUL ISLAM

03. Bank Account No:

1054074510001

04. Bank Name:

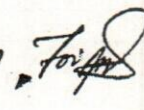
BTAC Bank Ltd.

05. Bank Branch Name:

chandina, comilla

06. Employee Mobile No:

01318-545078

07. Employee Name & Signature: Md. Toriqul Islam 

Verified By Supervisor's

Name (BM):

EIN:

Signature:

Date:

Md. Sirazul Islam
Branch Manager
EIN: 05813
Shakti Foundation

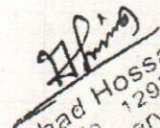
Verified By Supervisor's

Name (AS):

EIN:

Signature:

Date:


Forhad Hossain
EIN No 12925
Area Supervisor
Shakti Foundation