

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

Reference: Shakti/ Finance /Treasury/EFS/2025/341
Employee Information

Date:05-04-2026

Employee Name:	Mohammad Nazim Uddin	Separation Effective Date:	03-Sep-25
Employee ID:	22089	Length of Service:	0 years 7 Months 1 Days
Post Name:	Accountant	Salary paid up to:	31-Jul-25
Branch / Department:	Patenga Chattoogram	Separation Type:	Resignation
Branch / Department Code	0458	Notice Period:	01 Month
Employment Type:	Permanent	Notice Period Completed:	0 Months 30 Days
Date of joining:	2-Feb-2025	Annual Leave Encashment Balance	0 Days
Date of Confirmation:	1-Jul-2025	Leave without Pay (Days)	0 Days
Resignation Submission Date	4-Aug-2025	Contact Number	01625715499
Last Working Day(As per Attendance)	2-Sep-2025	Payment Account :	Salary

Salary Information	Amount	Day's	Amount
Gross	24,000	33	25,600
A.Total salary Dues			25,600

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

Additional Payment	Amount
Leave Encashment	-
TA & DA / Field trips	2,133
DSA	-
Motor Cycle Allowance	-
Ancholik Allowance	1,600
Shurakkha Bhata	-
Due Distance Allowance	-
Security Deposit	15,000
Security Deposit Interest	300
Over Time (March & April,2025)	-
C.Total Additional Payment	19,033

Deductions	Amount (S)
Financial Misappropriation	-
Motorcycle Loan	-
Security Deposit	15,000
Security Deposit Interest	300
Mobile Phone Handset Loan	-
Mobile Phone Subsidy	-
One Month Salary	-
Abashon Rent	600
Income Tax	-
D.Total Deduction	15,900
E.Total Payable / Receivable (A+B+C-D)	28,733

Provident Fund			
Particular (S)	Amount (S)	Particular (S)	Amount (S)
Employees Contribution	960	PF Loan (Principal)	-
Organization Contribution	-	PF Loan (Interest)	-
Profit on Employees Contribution	33		-
Profit on Organization Contribution	-		-
Total	993	Total PF Payable	-

Total Salary & Others (E)	28,733
Total Provident Fund	993
Total End of Service Benefit	29,726
Twenty Nine Thousand Seven Hundred Twenty Six only	

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

Prepared By M. Nazim 05.04.26
Checked By _____

Md. Anwarul Hoque
Deputy General Manager
Assistant Audit Coordinator
Internal Audit & Legal Department
Shakti Foundation for Disadvantaged Women

Abdul Hameed
Senior Director
Head of Finance
Shakti Foundation
for Disadvantaged Women

Employee Acknowledgement	
BDT 29,726	Received From/ <input type="checkbox"/> Paid To Shakti Foundation
Twenty Nine Thousand Seven Hundred Twenty Six only	Signature & Date:

*Checked by
M.A.*

Employee Personal Bank Account Informaton

Required Information

01. Employee EIN :

22089

02. Account Holder Name:

MOHAMMAD NAZIM UDDIN

03. Bank Account No:

2164219027023

04. Bank Name:

PRIME BANK

05. Bank Branch Name:

PALLABI BRANCH

06. Employee Mobile No:

(01625-715499)

07. Employee Name & Signature:

Mohammad Nazim Uddin

(Nazim)

Verified By Supervisor's

Name (BM): most. Nasima khatoon

EIN: 10592

Signature: Nasim

Date:

Verified By Supervisor's

Name (AS): ku

EIN:

Signature:

Date:

Md. Dalwar Hossain
Area Supervisor
EIN: 05248
Shakti Foundation