

Shakti Foundation For Disadvantaged Women
Employee Final Settlement

Reference: Shakti/ Finance /Treasury/EFS/2025/414

Date:22-09-2025

Employee Information

Employee Name:	Md. Ali Hussain Shaikh	Separation Effective Date:	17/Jul/25
Employee ID:	15148	Length of Service:	4 years 8 Months 16 Days
Post Name:	Branch Manager	Salary paid up to:	30-Jun-25
Branch / Department:	Khilpara, Noakhali	Separation Type:	Dismiss
Branch / Department Code	10525	Notice Period:	01 Month
Employment Type:	Permanent	Notice Period Completed:	6 Months 17 Days
Date of joining:	31-Oct-2020	Annual Leave Encashment Balance	0 Days
Date of Confirmation:	1-May-2021	Leave without Pay (Days)	0 Days
Resignation Submission Date		Contact Number	01785442600
Last Working Day	16-Jul-2025	Email ID :	-

Salary Information	Amount	Day's	Amount
Gross	44,196	15	21,385
A.Total salary Dues			21,385

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

Additional Payment	Amount
Leave Encashment	-
TA & DA / Field trips	10,387
DSA	-
Motor Cycle Allowance	-
Ancholik Allowance	-
Shurakkha Bhata	-
Due Distance Allowance	2,500
Security Deposit	20,000
Security Deposit Interest	3,585
Over Time (March & April,2025)	-
C.Total Additional Payment	36,472

Deductions	Amount (S)
Financial Misappropriation	-
Motorcycle Loan	-
Mobile Phone Handset Loan	-
Mobile Phone Subsidy	-
Security Deposit	-
Security Deposit Interest	-
One Month Salary	-
Abashon Rent	-
Income Tax	250
D.Total Deduction	250
E.Total Payable / Receivable (A+B+C-D)	57,607

Provident Fund

Particular (S)	Amount (S)	Particular (S)	Amount (S)
Employees Contribution	72,967	PF Loan (Principal)	-
Organization Contribution	72,967	PF Loan (Interest)	-
Profit on Employees Contribution	11,262		-
Profit on Organization Contribution	11,261		-
Total	168,457	Total PF Payable	-

Total Salary & Others (E)	57,607
Total Provident Fund	168,457
Total End of Service Benefit	226,064

Two Lac Twenty Six Thousand Sixty Four Taka Only.

Process and Calculation
Is Audited based on
supporting documents

Prepared By: *[Signature]* 22-09-25
Checked By: *[Signature]* 22-09-25

Approved By: *[Signature]* 24/9/25
Director

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

Employee Acknowledgement

BDT 226,064 ☐ Received From/ ☐ Paid To Shakti Foundation

Signature & Date:

In Words: Two Lac Twenty Six Thousand Sixty Four Taka Only.

checked by
[Signature]

Employee Personal Bank Account Information

Required Information

01. Employee EIN :

15148

02. Account Holder Name:

MD. ALI HUSSAEN SHAIKH

03. Bank Account No:

0046-0310137256

04. Bank Name:

NCE BANK

05. Bank Branch Name:

Hajigomry Branch

06. Employee Mobile No:

01785-442600

07. Employee Name & Signature:

MD. ALI HUSSAEN SHAIKH



Verified By Supervisor's

Name (BM):

EIN:

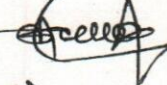
Signature:

Date:

Verified By Supervisor's

Name (AS): MD. SHAHADATH HUSSAEN MALLA

EIN: 03125

Signature: 

Date: 12-02-25