

Shakti Foundation For Disadvantaged Women
Employee Final Settlement

Reference: Shakti/ Finance /Treasury/EFS/2026/149

Date:11-05-2026

Employee Information

Employee Name:	Nilufa Begum	Separation Effective Date:	04-May-26
Employee ID:	11	Length of Service:	33 years 4 Months 19 Days
Post Name:	Deputy Director	Salary paid up to:	30-Apr-26
Branch / Department:	Women Empowerment	Separation Type:	Resignation
Branch / Department Code	20000011	Notice Period:	01 Month
Employment Type:	Permanent	Notice Period Completed:	1 Months 2 Days
Date of joining:	15-Dec-1992	Annual Leave Encashment Balance	0 Days
Date of Confirmation:	12-Dec-1993	Leave without Pay (Days)	0 Days
Resignation Submission Date	2-Apr-2026	Contact Number	01805412716
Last Working Day (As Per Attendance)	3-May-2026	Email ID :	-

Salary Information	Amount	Day's	Amount
Gross	111,788	3	10,818
A.Total salary Dues			10,818

Gratuity Information	Basic	Year	No. of Gratuity	Amount
Gratuity	44,715	33	5	7,377,975
B.Total Gratuity Dues				7,377,975

Additional Payment	Amount
Golden Handshake	670,728
TA & DA / Field trips	-
Death Benefit & Emp Welfare- Employee Contribution	447
Motor Cycle Allowance	-
Ancholik Allowance	-
Shurakkha Bhata	-
Distance Allowance	-
Security Deposit	-
Security Deposit Interest	-
One Month Salary	-
C.Total Additional Payment	671,175

Deductions	Amount (S)
Financial Misappropriation	-
Motorcycle Loan	-
Bicycle Loan	-
Mobile Phone Handset Loan	-
Mobile Phone Subsidy	-
Security Deposit	-
Security Deposit Interest	-
One Month Salary	-
Abashon Rent	-
Income Tax	22,452
D.Total Deduction	22,452
E.Total Payable / Receivable (A+B+C-D)	8,037,516

Particular (S)	Amount (S)	Particular (S)	Amount (S)
Employees Contribution	611,980	PF Loan (Principal)	-
Organization Contribution	611,980	PF Loan (Interest)	-
Profit on Employees Contribution	1,014,599		-
Profit on Organization Contribution	1,014,599		-
Total	3,253,158	Total PF Payable	-

Total Salary & Others (E.)	8,037,516
Total Provident Fund	3,253,158
Total End of Service Benefit	11,290,674

In Words: One Crore Twelve Lac Ninety Thousand Six Hundred Seventy Four Taka Only.

Prepared By M. Rahman
11.05.2026

Checked By [Signature]
11.05.26

Reviewed By [Signature]
11.05.26

Approved [Signature]
11.05.26
Md. Abdul Halim
General Director &
Head of Finance
Shakti Foundation
for Disadvantaged Women

Employee Acknowledgement

BDT 11,290,674	Received From/	Yaid To Shakti Foundation for Disadvantaged Women
In Words: One Crore Twelve Lac Ninety Thousand Six Hundred Seventy Four Taka Only.		Signature & Date:

Md. Shahid Ali
Assistant General Manager
Assistant Audit Coordinator
Internal Audit and Legal Department
Shakti Foundation for Disadvantaged Women

checked by
AAOT