

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

Reference: Shakti/ Finance /Treasury/EFS/2026/110

Date:05-04-2026

Employee Information

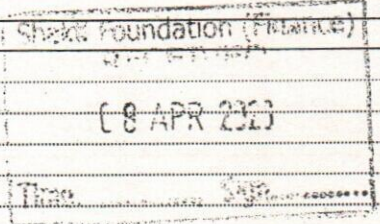
Employee Name:	Md. Shasam Shohag	Separation Effective Date:	16-Feb-26
Employee ID:	23247	Length of Service:	0 years 5 Months 5 Days
Post Name:	Support Staffr	Salary paid up to:	31-Jan-26
Branch / Department:	Badarkhali Coss bazar	Separation Type:	Contract Not Renewed
Branch / Department Code	4162	Notice Period:	01 Month
Employment Type:	Contractual	Notice Period Completed:	01 Days
Date of joining:	11-Sep-2025	Annual Leave Encashment Balance	0 Days
Date of Confirmation:		Leave without Pay (Days)	0 Days
Resignation Submission Date		Contact Number	01989723570
Last Working Day (As Per Attendance)	15-Feb-2026	Email ID :	

Salary Information	Amount	Day's	Amount
Gross	21,000	15	11,250
A.Total salary Dues			11,250

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

Additional Payment	Amount
One Month Salary	21,000
TA & DA / Field trips	-
DSA	-
Motor Cycle Allowance	-
Ancholik Allowance	-
Shurakkha Bhata	-
Distance Allowance	-
Security Deposit	-
Security Deposit Interest	-
Other Allowance	-
C.Total Additional Payment	21,000

Deductions	Amount (S)
Financial Misappropriation	-
Motorcycle Loan	-
Bicycle Loan	-
Mobile Phone Handset Loan	-
Mobile Phone Subsidy	-
Security Deposit	-
Security Deposit Interest	-
One Month Salary	-
Abashaon Rent	-
Income Tax	-
D.Total Deduction	-
E.Total Payable / Receivable (A+B+C-D)	32,250



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	-		-
Total	-	Total PF Payable	-

Total Salary & Others (E)	32,250
Total Provident Fund	-
Total End of Service Benefit	32,250
In Words: Thirty Two Thousand Two Hundred Fifty Taka Only.	

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

Prepared By M Rakman 05.04.2026
Checked By [Signature] 05.04.2026

Md. Arshad Hossain
Deputy General Manager
Assistant Audit & Legal Department
Internal Audit & Legal Department
Shakti Foundation for Disadvantaged Women

Apurba Halim
Chief Director &
Head of Finance
Shakti Foundation for Disadvantaged Women

Employee Acknowledgement
BDT <u>32,250</u> received From/ <input type="checkbox"/> paid To Shakti Foundation Receiver's Name: _____
Signature & Date: _____
In Words: Thirty Two Thousand Two Hundred Fifty Taka Only.

checked by [Signature]

Employee Personal Bank Account Informaton

Required Information

01. Employee EIN :

23247

02. Account Holder Name:

MD. Haseem Shohag

03. Bank Account No:

2201580010191

04. Bank Name:

Dutch Bangla Bank LTD

05. Bank Branch Name:

Chakarisa Branch

06. Employee Mobile No:

01989723570

07. Employee Name & Signature:

MD. HASEEM SHOHAJ



Verified By Supervisor's

Name (BM): MD. MOTIUR RAHMAN

EIN: 08765

Signature: 

Date: 19.02.26

Verified By Supervisor's

Name (AS):

EIN:

Signature:

Date: