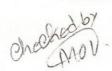
Shakti Foundation For Disadvantaged Women **Employee Final Settlement** Reference: Shakti/ Finance /Treasury/EFS/2025/636 Date:10-11-2025 **Employee Information** Minara Khatun **Employee Name:** Separation Effective Date: 06-Oct-25 22106 **Employee ID:** Length of Service: 0 years 8 Months 15 Days Medical Assistant Post Name: Salary paid up to: 31-Aug-25 Branch / Department: Stationroad-Tongi Gazipur Separation Type: Resignation Branch / Department Code 4018 **Notice Period:** 01 Month **Employment Type:** Contractual Notice Period Completed: 1 Months 3 Days Date of joining: 21-Jan-2025 Annual Leave Encashment Balance 0 Days Date of Confirmation: Leave without Pay (Days) 0 Days Resignation Submission Date 3-Sep-2025 Contact Number 01704990724 Last Working Day 5-Oct-2025 Email ID: Salary Information Amount Day's Amount 15,000 35 17,419 A.Total salary Dues 17,419 **Gratuity Information** Basic Year No. of Gratuity Amount Gratuity **B.Total Gratuity Dues** Additional Payment Amount Leave Encashment TA & DA / Field trips 1,500 DSA Motor Cycle Allowance Ancholik Allowance Shurakkha Bhata Due Distance Allowance Security Deposit Security Deposit Interest Over Time (March & April,2025) C.Total Additional Payment 1,500 Deductions Amount (S) Financial Misappropriation Motorcycle Loan Shakti Foundation (Firence) Mobile Phone Handset Loan DECENIE Mobile Phone Subsidy Security Deposit Security Deposit Interest One Month Salary Abashon Rent 600 Income Tax **D.Total Deduction** 600 E.Total Payable / Receivable (A+B+C-D) 18,319 **Provident Fund** Particular (S) Particular (S) Amount (S) Amount (S) **Employees Contribution** PF Loan (Principal) Organization Contribution PF Loan (Interest) Profit on Employees Contribution Profit on Organization Contribution Total PF Payable Total Salary & Others (E) 18,319 **Total Provident Fund** Process and Calculation Total End of Service Benefit Abdul Halim 18,319 Eighteen Thousand Three Hundred Nincteen only ti Foundation for Disadvantaged Women Prepared By 101425 Employee Acknowledgement

Receiver's Name:

Signature & Date:

anioma.

aid To Shakti Foundation



BDT

eceived From/

Eighteen Thousand Three Hundred Nineteen only

Employee Personal Bank Account **Informaton**

Required Information

01. Employee EIN:

22106

02. Account Holder Name:

Minarra Khatun

03. Bank Account No:

1791580163287

04. Bank Name:

Dutch Bangla Bank

05. Bank Branch Name:

Tongi, gazipurc

06. Employee Mobile No:

01704990724

07. Employee Name & Signature: Minarca Khatun

Verified By Supervisor's

Name (BM): mod! Rabborri Sorkar.

13835

Signature:

Date: 5.09.2025

Verified By Supervisor's

Name (AS): Shahanay parcuin

EIN: 01000

Signature: Dalamas,

Date: 5.9,2025