

Shakti Foundation For Disadvantaged Women
Employee Final Settlement

Reference: Shakti/ Finance /Treasury/EFS/2025/467

Date:13-10-2025

Employee Information

Employee Name:	Md. Ibrahim Hossain	Separation Effective Date:	29-Aug-2025
Employee ID:	22266	Length of Service:	0 years 5 Months 27 Days
Post Name:	Accountant(Probationary)	Salary paid up to:	31-Jul-25
Branch / Department:	Akhaura, B.Baria	Separation Type:	Discontinuation of Service
Branch / Department Code	0507	Notice Period:	0 Month
Employment Type:	Probationary	Notice Period Completed:	0 Days
Date of joining:	2-Mar-2025	Annual Leave Encashment Balance	0 Days
Date of Confirmation:		Leave without Pay (Days)	0 Days
Resignation Submission Date		Contact Number	01317257573
Last Working Day	28-Aug-2025	Email ID :	-

Salary Information	Amount	Day's	Amount
Gross	20,000	28	18,065
A.Total salary Dues			18,065

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

Additional Payment	Amount
Leave Encashment	-
TA & DA / Field trips	1,806
DSA	-
Motor Cycle Allowance	-
Ancholik Allowance	-
Shurakkha Bhata	-
Due Distance Allowance	-
Security Deposit	15,000
Security Deposit Interest	300
Over Time (March & April,2025)	-
C.Total Additional Payment	17,106

Deductions	Amount (S)
Financial Misappropriation	-
Motorcycle Loan	-
Mobile Phone Handset Loan	15,798
Mobile Phone Subsidy	2,989
Security Deposit	-
Security Deposit Interest	-
One Month Salary	-
Abashon Rent	-
Income Tax	300
D.Total Deduction	19,087
E.Total Payable / Receivable (A+B+C-D)	16,084

Provident Fund

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)	16,084
Total Provident Fund	-
Total End of Service Benefit	16,084
Sixteen Thousand Eighty Four Only	

Prepared By M. Rahman 13.10.25
Checked By [Signature] 13.10.25

Process and Calculation
is based on
supporting documents
Reviewed by M. Ibrahim
Director

[Signature]
Md. Akbar Hossain
Senior Director &
Head of Finance
Shakti Foundation
for Disadvantaged Women

Employee Acknowledgement

BDT 16,084 ☐ Received From/ ☐ Paid To Shakti Foundation

Sixteen Thousand Eighty Four Only

Internal Audit and Legal Department
Shakti Foundation for Disadvantaged Women
Receiver's Name: _____

Signature & Date: _____

Employee Personal Bank Account Informaton

Required Information

01. Employee EIN :

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02. Account Holder Name:

হুমায়ুন কবীর

03. Bank Account No:

2164214027317.

04. Bank Name:

প্রাইম ব্যাংক

05. Bank Branch Name:

PALLABI BRANCH. (170263580)

06. Employee Mobile No:

01317-257573

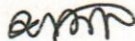
07. Employee Name & Signature:

হুমায়ুন কবীর

Verified By Supervisor's

Name (BM): Md. Asaduzzaman

EIN: 15150

Signature: 

Date: 26.06.2020

Verified By Supervisor's

Name (AS): Humayun Kabir

EIN: 17644

Signature: 

Date: 29.08.25

Humayun Kabir
ID No-17644
Area Supervisor
Shakti Foundation-3096