

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

Date:08-01-2026

Reference: Shakti/ Finance /Treasury/EFS/2026/09

Employee Information

Employee Name:	Most. Beauty Akter	Separation Effective Date:	31-Oct-25
Employee ID:	20271	Length of Service:	1 years 11 Months 30 Days
Post Name:	Paramedic	Salary paid up to:	30-Sep-25
Branch / Department:	Gouripur Mymensingh	Separation Type:	Contract Not Renewed
Branch / Department Code	4086	Notice Period:	0 Month
Employment Type:	Permanent	Notice Period Completed:	0 Days
Date of joining:	1-Nov-2023	Annual Leave Encashment Balance	0 Days
Date of Confirmation:		Leave without Pay (Days)	0 Days
Resignation Submission Date		Contact Number	01735408279
Last Working Day	30-Oct-2025	Email ID :	-

Salary Information	Amount	Day's	Amount
Gross	16,500	29	15,435
A.Total salary Dues			15,435

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

Additional Payment	Amount
One Month Additional Salary	-
TA & DA / Field trips (Security & Field Trips)	1,403
DSA	-
Motor Cycle Allowance	-
Ancholik Allowance	-
Shurakkha Bhata	-
Distance Allowance	-
Security Deposit	15,000
Security Deposit Interest	375
Over Time (March & April,2025)	-
C.Total Additional Payment	16,778

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	
D.Total Deduction	
E.Total Payable / Receivable (A+B+C-D)	32,213

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)	Process and Calculation is Audited based on supporting documents	32,213
Total Provident Fund		-
Total End of Service Benefit		32,213
In Words: Thirty Two Thousand Two Hundred Thirteen Taka Only.		

Prepared By 08.01.26

Checked By

Employee Acknowledgement

32,213 Received From/ Paid

Process and Calculation
is Audited based on
supporting documents

Reviewed By Umru Hasan

Director

Director

Internal Audit and Legal
Practice Directorate

Shakti Foundation for Girls

Approved by Abu Dhabi Direct Finance Foundation

Sanjour
and Four
advantage

Health Shaking of Disease

101

Employee Acknowledgement		Director	Manager Senior Head of Shakti Founda for Disadvant
BDT	32,213	Received From/ <input type="text"/> Paid To Shakti Foundation	Internal Audit and Legal Department Shakti Foundation Recipients Name:
In Words: Thirty Two Thousand Two Hundred Thirteen Taka Only.			Signature & Date: