

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

Reference: Shakti/ Finance /Treasury/EFS/2025/420

Date:25-11-2025

**Employee Information**

Employee Name:	Md. Rabiul Islam	Separation Effective Date:	6-Aug-2025
Employee ID:	9571	Length of Service:	9 years 2 Months 0 Days
Post Name:	Senior Microfinance Officer	Salary paid up to:	31-Jul-25
Branch / Department:	Sadar Naogaon	Separation Type:	Expired
Branch / Department Code	0079	Notice Period:	0 Month
Employment Type:	Permanent	Notice Period Completed:	0 Month
Date of joining:	6-Jun-2016	Annual Leave Encashment Balance	0 Days
Date of Confirmation:	1-Jan-2017	Leave without Pay (Days)	0 Days
Resignation Submission Date		Contact Number	
Last Working Day	4-Aug-2025	Email ID :	-

Salary Information	Amount	Day's	Amount
Gross	27,560	4	3,556
<b>A.Total salary Dues</b>			<b>3,556</b>

Gratuity Information	Basic	Year	No. of Gratuity	Amount
Gratuity	11,024	9	1	99,216
<b>B.Total Gratuity Dues</b>				<b>99,216</b>

Additional Payment	Amount
Death Benefit	200,000
TA & DA / Field trips	581
DSA	-
Motor Cycle Allowance	-
Ancholik Allowance	-
Shurakkha Bhata	-
Due Distance Allowance	-
Security Deposit	5,000
Security Deposit Interest	896
Over Time ( March & April,2025)	-
<b>C.Total Additional Payment</b>	<b>206,477</b>

Deductions	Amount (S)
Financial Misappropriation	-
Motorcycle Loan	-
Mobile Phone Handset Loan	-
Mobile Phone Subsidy	-
Security Deposit	-
Security Deposit Interest	-
One Month Salary	-
Abashon Rent	300
Income Tax	-
<b>D.Total Deduction</b>	<b>300</b>
<b>E.Total Payable / Receivable (A+B+C-D)</b>	<b>308,949</b>

Provident Fund			
Particular (S)	Amount (S)	Particular (S)	Amount (S)
Employees Contribution	69,196	PF Loan (Principal)	38,956.00
Organization Contribution	69,196	PF Loan (Interest)	915.00
Profit on Employees Contribution	20,177		-
Profit on Organization Contribution	20,177		-
<b>Total</b>	<b>178,746</b>	<b>Total PF Payable</b>	<b>39,871.00</b>

<b>Total Salary &amp; Others (E)</b>	308,949
<b>Total Provident Fund</b>	138,875
<b>Total End of Service Benefit</b>	<b>447,824</b>

Four Lac Forty Seven Thousand Eight Hundred Twenty Four Taka Only.

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

Prepared By Rabiul Islam 25.11.25  
Checked By Rabiul Islam 25.11.25  
Reviewed By Rabiul Islam 27/11/25  
Approved By Md. Ismail Hossain 30.11.25  
Joint Director & Head of Treasury  
Shakti Foundation for Disadvantaged Women

Employee Acknowledgement	
BDT 447,824	Received From/ <input type="checkbox"/> Paid To Shakti Foundation
Words: Four Lac Forty Seven Thousand Eight Hundred Twenty Four Taka Only.	
Receiver's Name: Signature & Date:	

checked by Md. Rabiul Islam





Generated By  
Mithapukur Branch, Rangpur  
50161 - Mithapukur Branch, Rangpur .

Print Date 07-Apr-25

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User ID: 37244

### STATEMENT OF ACCOUNT

MOST. ASA AKHTER

SAI TIPARA, MITHAPUKUR, RANGPUR

Branch : 50161 - Mithapukur Branch, Rangpur .  
Currency : BDT  
Opening Date : 19-Dec-2021  
Account Number : 5016101028056  
Interest Rate : 2.75  
Account Type : SB - Savings Bank Account (General)  
Period : 01-Jan-2025 - 07-Apr-2025  
Status : Active  
Routing Number : 200851091

Date	Value Date	Originating Branch	Transaction	Debit	Credit	Balance
			Opening Balance			0.00
07-Apr-2025	07-Apr-2025		Cash Deposit		200.00	200.00
07-Apr-2025	07-Apr-2025		Statement Charge	100.00		100.00
07-Apr-2025	07-Apr-2025		VAT On Statement Charge	15.00		85.00
Grand Total				115.00	200.00	
Closing Balance						85.00
Balance C/F						85.00

\*\*\*\*\* End of Report \*\*\*\*\*