

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

Date:05-04-2026

Reference: Shakti/ Finance /Treasury/EFS/2026/104

Employee Information			
Employee Name:	Uzzal Kumar Das	Separation Effective Date:	23-Sep-25
Employee ID:	22788	Length of Service:	0 years 1 Months 27 Days
Post Name:	Accountant (Probationary)	Salary paid up to:	31-Aug-25
Branch / Department:	Kadamtali-Keraniganj Dhaka	Separation Type:	Discontinuation of Service
Branch / Department Code	0093	Notice Period:	0 Month
Employment Type:	Permanent	Notice Period Completed:	0 Month
Date of joining:	27-Jul-2025	Annual Leave Encashment Balance	0 Days
Date of Confirmation:		Leave without Pay (Days)	0 Days
Resignation Submission Date		Contact Number	01911274015
Last Working Day (As Per Attendance)	22-Sep-2025	Email ID :	

Salary Information	Amount	Day's	Amount
Gross	20,000	22	14,667
A.Total salary Dues			14,667

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

Additional Payment	Amount
Leave Encashment	-
TA & DA / Field trips	1,467
DSA	-
Motor Cycle Allowance	-
Ancholik Allowance	-
Shurakkha Bhata	-
Distance Allowance	-
Security Deposit	15,000
Security Deposit Interest	-
Other Allowance	-
C.Total Additional Payment	16,467

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)	31,134

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 (F)	31,134
Total Provident Fund	-
Total End of Service Benefit	31,134

In Words: Thirty One Thousand One Hundred Thirty Four Taka Only
 Prepared By: *M. Rahman* 05.04.26
 Checked By: *[Signature]* 05.04.26

Process and Calculation
is Audited based on
supporting documents

[Signature]
 Md. Anwar Hoque
 Deputy General Manager
 Assistant Audit Coordinator
 Internal Audit & Legal Department
 Shakti Foundation for Disadvantaged Women

[Signature]
 Approved By:
 Md. Abdul Halim
 Senior Director &
 Head of Finance &
 Shakti Foundation
 for Disadvantaged Women

Employee Acknowledgement	
BDT 31,134	Received From/ <input type="checkbox"/> Paid To Shakti Foundation for Disadvantaged Women
In Words: Thirty One Thousand One Hundred Thirty Four Taka Only.	
Signature & Date:	

checked by [Signature]

Employee Personal Bank Account Informaton

Required Information

01. Employee EIN :

22688

02. Account Holder Name:

UZZAL KUMAR DAS

03. Bank Account No:

2713634087188

04. Bank Name:

Sonali Bank Limited

05. Bank Branch Name:


kazdia branch

06. Employee Mobile No:

01911-274015

07. Employee Name & Signature:

UZZAL KUMAR DAS


13.09.25

Verified By Supervisor's

Name (BM):

EIN:

Signature:

Date:


10.11.25
MD. Shahinur Islam
Branch Manager
EIN- 16614
Shakti Foundation

Verified By Supervisor's

Name (AS):

EIN:

Signature:

Date:


MD. Moktar Hossain (13955)
Area Supervisor
Shakti Foundation

10.11.2025