

Shakti Foundation For Disadvantaged Women
Employee Final Settlement

Reference: Shakti/ Finance /Treasury/EFS/2025/469

Date:19-10-2025

Employee Information

Employee Name:	Ripan Chowdhury	Separation Effective Date:	05-Jun-25
Employee ID:	22088	Length of Service:	0 years 4 Months 3 Days
Post Name:	Accountant (Probationary)	Salary paid up to:	30-Apr-25
Branch / Department:	Pekua Cox's bazar	Separation Type:	Resignation
Branch / Department Code	0272	Notice Period:	01 Month
Employment Type:	Probationary	Notice Period Completed:	0 Months 30 Days
Date of joining:	2-Feb-2025	Annual Leave Encashment Balance	0 Days
Date of Confirmation:		Leave without Pay (Days)	0 Days
Resignation Submission Date	6-May-2025	Contact Number	01791369068
Last Working Day	4-Jun-2025	Email ID :	

Salary Information	Amount	Day's	Amount
Gross	20,000	35	22,667
A.Total salary Dues			22,667

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

Additional Payment	Amount
Leave Encashment	-
TA & DA / Field trips	2,267
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	17,567

Deductions	Amount (S)
Financial Misappropriation	-
Motorcycle Loan	-
Mobile Phone Handset Loan	-
Mobile Phone Subsidy	-
Security Deposit	15,000
Security Deposit Interest	300
One Month Salary	-
Abashon Rent	-
Income Tax	600
D.Total Deduction	-
E.Total Payable / Receivable (A+B+C-D)	24,334

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)	24,334
Total Provident Fund	-
Total End of Service Benefit	24,334
In Words: Twenty Four Thousand Three Hundred Thirty Four Taka Only.	

Prepared By: *M. Rahman* 19.10.25
Checked By: *[Signature]*

Process and Calculation
is Audited based on
supporting documents

Reviewed By: *[Signature]* 19.10.25
Director

Md. Abdul Halim
Supt. Director &
Head of Finance
Shakti Foundation
for Disadvantaged Women

Employee Acknowledgement

BDT 24,334 ☐ Received From/ ☐ Paid To Shakti Foundation

Receiver's Name:

Signature & Date:

In Words: Twenty Four Thousand Three Hundred Thirty Four Taka Only.

checked by
[Signature]

Employee Personal Bank Account Information

Required Information

01. Employee EIN :

22088

02. Account Holder Name:

Ripan chowdhury

03. Bank Account No:

2169217027025

04. Bank Name:

~~PALLABI BRANCH~~ Prime bank


05. Bank Branch Name:

PALLABI BRANCH

06. Employee Mobile No:

01791369068

07. Employee Name & Signature:

Ripan chowdhury 


Verified By Supervisor's

Name (BM):

EIN:

Signature:

Date:


Md. Shah Alam
Branch Manager
EIN-45831
Shakti Foundation

28/07/20

Verified By Supervisor's

Name (AS):

EIN:

Signature:

Date:


Arun Chandra Das
Area Supervisor
Shakti Foundation For
Disadvantaged Women

00692
26/6/25