

Shakti Foundation For Disadvantaged Women
Employee Final Settlement

Reference: Shakti/ Finance /Treasury/EFS/2025/417
Employee Information

Date:16-09-2025

Employee Name:	Md. Zahidul Islam	Separation Effective Date:	19-Dec-2024
Employee ID:	20927	Length of Service:	0 years 7 Months 14 Days
Post Name:	Area Supervisor	Salary paid up to:	30-Nov-24
Branch / Department:	Dhaka Sanirakra	Separation Type:	Dismiss
Branch / Department Code	0070	Notice Period:	0 Month
Employment Type:	Probationary	Notice Period Completed:	0 Month
Date of joining:	5-May-2024	Annual Leave Encashment Balance	0 Days
Date of Confirmation:		Leave without Pay (Days)	0 Days
Resignation Submission Date		Contact Number	01745510333
Last Working Day	19-Dec-2024	Email ID :	

Salary Information	Amount	Day's	Amount
Gross	45,000	19	27,581
A.Total salary Dues			27,581

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

Additional Payment	Amount
Leave Encashment	-
TA & DA / Field trips	-
DSA	4,597
Motor Cycle Allowance	-
Ancholik Allowance	-
Shurakkha Bhata	-
Due Distance Allowance	-
Security Deposit	-
Security Deposit Interest	-
Over Time (March & April,2025)	-
C.Total Additional Payment	4,597

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	250
D.Total Deduction	250
E.Total Payable / Receivable (A+B+C-D)	31,928

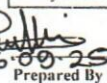
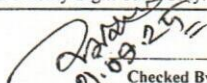
Provident Fund

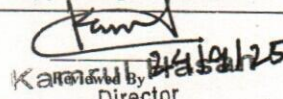
Particular (S)	Amount (S)	Particular (S)	Amount (S)
Employees Contribution	-	PF Loan (Principal)	-
Organization Contribution	-	PF Loan (Interest)	-
Profit on Employees Contribution	-		-
Profit on Organization Contribution	-		-
Total	-	Total PF Payable	-

Total Salary & Others (E)	31,928
Total Provident Fund	-
Total End of Service Benefit	31,928

Thirty One Thousand Nine Hundred Twenty Eight Taka Only.

Process and Calculation
is Audited based on
supporting documents

Prepared By:  16-09-25
Checked By:  21-09-25

Approved By:  21-09-25
Director

Approved By: 
Md. Akbar Hossain
Senior Director
Head of Finance
Shakti Foundation
for Disadvantaged Women

Employee Acknowledgement

BDT 31,928 ☐ Received From/ ☐ Paid To Shakti Foundation
In Words: Thirty One Thousand Nine Hundred Twenty Eight Taka Only.

Signature & Date:

checked by


Employee Personal Bank Account Information

Required Information

01. Employee EIN :

20927

02. Account Holder Name:

Md: Zahidul Islam

03. Bank Account No:

2711030008008

04. Bank Name:

Dutch-Bangla Bank PLC

05. Bank Branch Name:

Nawabganj Branch

06. Employee Mobile No:

01745510333

07. Employee Name & Signature: Md: Zahidul Islam
Islam

Verified By Supervisor's

Name (BM):

R. Kt
Md. Belal

EIN:

00669

Signature:

Belal

Date:

Verified By Supervisor's

Name (AS):

EIN:

Signature:

Date: