

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

Reference: Shakti/ Finance /Treasury/EFS/2026/92

Date:15-03-2026

**Employee Information**

Employee Name:	Md. Shahidul Islam	Separation Effective Date:	09-Feb-26
Employee ID:	3092	Length of Service:	16 years 5 Months 8 Days
Post Name:	Branch Manager	Salary paid up to:	31-Dec-25
Branch / Department:	Baludanga Naogaon	Separation Type:	Resignation
Branch / Department Code	0417	Notice Period:	0 1 Month
Employment Type:	Permanent	Notice Period Completed:	1 Months 1 Days
Date of joining:	1-Sep-2009	Annual Leave Encashment Balance	0 Days
Date of Confirmation:	1-Sep-2010	Leave without Pay (Days)	0 Days
Resignation Submission Date	8-Jan-2026	Contact Number	01723721763
Last Working Day	8-Feb-2026	Email ID :	-

Salary Information	Amount	Day's	Amount
Gross	46,800	39	60,171
<b>A.Total salary Dues</b>			<b>60,171</b>

Gratuity Information	Basic	Year	No. of Gratuity	Amount
Gratuity	18,720	16	3	898,560
<b>B.Total Gratuity Dues</b>				<b>898,560</b>

Additional Payment	Amount
Over Time	-
TA & DA / Field trips	16,000
DSA	-
Motor Cycle Allowance	-
Ancholik Allowance	-
Shurakkha Bhata	-
Distance Allowance	-
Security Deposit	5,000
Security Deposit Interest	896
One Month Salary	-
<b>C.Total Additional Payment</b>	<b>21,896</b>

Deductions	Amount (\$)
Financial Misappropriation	-
Motorcycle Loan	-
Bicycle Loan	-
Mobile Phone Handset Loan	3,963
Mobile Phone Subsidy	2,470
Security Deposit	-
Security Deposit Interest	-
One Month Salary	-
Abashaon Rent	-
Income Tax	416
<b>D.Total Deduction</b>	<b>6,855</b>
<b>E.Total Payable / Receivable (A+B+C-D)</b>	<b>973,772</b>

Shakti Foundation (Finance)  
RECEIVED  
18 MAR 2026  
THIRTEEN LAC FORTY THOUSAND SIX HUNDRED FIFTY FOUR TAKA ONLY

Particular (S)	Amount (S)	Particular (S)	Amount (S)
Employees Contribution	143,717	PF Loan (Principal)	86,000.00
Organization Contribution	143,717	PF Loan (Interest)	4,487.00
Profit on Employees Contribution	84,968		-
Profit on Organization Contribution	84,967		-
<b>Total</b>	<b>457,369</b>	<b>Total PF Payable</b>	<b>90,487.00</b>

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

Total Salary & Others (E)	973,772
Total Provident Fund	366,882
<b>Total End of Service Benefit</b>	<b>1,340,654</b>

In Words: Thirteen Lac Forty Thousand Six Hundred Fifty Four Taka Only.

Prepared By M. Rahman 15.03.26  
Checked By [Signature] 15.03.26  
Reviewed By [Signature] 16.03.26  
Approved [Signature] 15.03.26  
Md. Abdul Halim  
Senior Director &  
Head of Finance &  
Shakti Foundation  
for Disadvantaged Women

Employee Acknowledgement	Receiver's Name:
BDT 1,340,654 <input type="checkbox"/> Received From/ <input type="checkbox"/> Paid To Shakti Foundation	Signature & Date:

In Words: Thirteen Lac Forty Thousand Six Hundred Fifty Four Taka Only.

Checked by  
[Signature]

# Employee Personal Bank Account Informaton

## Required Information

01. Employee EIN :

03092

02. Account Holder Name:

Md: Shahidul Islam

03. Bank Account No:

21110 30 211915

04. Bank Name:


DUTCH Bangla Bank PLC

05. Bank Branch Name:

Pallabi Branch

06. Employee Mobile No:

01723-721763.

07. Employee Name & Signature: Md: shahidul Islam 

## Verified By Supervisor's

Name (BM):

EIN:

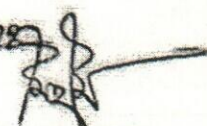
Signature:

Date:

## Verified By Supervisor's

Name (AS): Md. Nazrul Islam

EIN: 04122

Signature: 

Date: 09-21-2024

Md. Nazrul Islam  
Area Supervisor  
EIN No- 04122  
Shaku Foundation