

## Shakti Foundation For Disadvantaged Women Employee Final Settlement

Reference: Shakti/ Finance /Treasury/EFS/2025/204

Date:14-01-2026

### Employee Information

Employee Name:	Md. Shahidul Islam	Separation Effective Date:	07-Oct-25
Employee ID:	21237	Length of Service:	1 years 2 Months 6 Days
Post Name:	Branch Manager	Salary paid up to:	31-Aug-25
Branch / Department:	Manirampur Jashore	Separation Type:	Resignation
Branch / Department Code	0244	Notice Period:	01 Month
Employment Type:	Permanent	Notice Period Completed:	1 Months 4 Days
Date of joining:	1-Aug-2024	Annual Leave Encashment Balance	0 Days
Date of Confirmation:	1-Feb-2025	Leave without Pay (Days)	0 Days
Resignation Submission Date	3-Sep-2025	Contact Number	01707203488
Last Working Day	6-Oct-2025	Email ID :	-

Salary Information	Amount	Day's	Amount
Gross	40,000	36	47,742
<b>A.Total salary Dues</b>			47,742

Gratuity Information	Basic	Year	No. of Gratuity	Amount
Gratuity	-	-	-	-
<b>B.Total Gratuity Dues</b>				

Additional Payment	Amount
Leave Encashment	-
TA & DA / Field trips	15,355
DSA	-
Motor Cycle Allowance	-
Ancholik Allowance	-
Shurakkha Bhata	-
Due Distance Allowance	-
Security Deposit	-
Security Deposit Interest	-
Over Time ( March & April,2025)	-
<b>C.Total Additional Payment</b>	<b>15,355</b>

Deductions	Amount (\$)
Financial Misappropriation	-
Motorcycle Loan	-
Security Deposit	-
Security Deposit Interest	-
Mobile Phone Handset Loan	-
Mobile Phone Subsidy	-
One Month Salary	-
Abashon Rent	-
Income Tax	-
<b>D.Total Deduction</b>	-
<b>E.Total Payable / Receivable (A+B+C-D)</b>	<b>63,097</b>

Provident Fund		Particular (S)	
Particular (S)	Amount (S)	Particular (S)	Amount (S)
Employees Contribution	11,200	PF Loan (Principal)	-
Organization Contribution	-	PF Loan (Interest)	-
Profit on Employees Contribution	182		-
Profit on Organization Contribution	-		-
<b>Total</b>	<b>11,382</b>	<b>Total PF Payable</b>	<b>-</b>

Total Salary & Others (E)	63,097
Total Provident Fund	11,382
Total End of Service Benefit	74,479
Seventy Four Thousand Four Hundred Seventy Nine only	

Process and Calculation is Audited based on supporting documents

Prepared By M. Rahman 14.01.26

Checked By

Reviewed By

Approved By \_\_\_\_\_

## Employee Acknowledgement

BDT 74,479  Received From/  Paid To Shakti Foundation

Receiver's Name:

Signature &amp; Date:

Seventy Four Thousand Four Hundred Seventy Nine only

18 JAN 2023

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