

Shakti Foundation For Disadvantaged Women
Employee Final Settlement

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

Date:14-01-2026

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
A.Total salary Dues			47,742

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

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)	-
C.Total Additional Payment	15,355

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

Provident Fund	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	-	-	-
Total	11,382	Total PF Payable	-

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	

Employee Acknowledgement	Reviewed By: <i>Kamal Hasan</i> Director Internal Audit and Legal Department Shakti Foundation For Disadvantaged Women	Approved By: <i>Md. Abdul Halim</i> Senior Director & Head of Finance Shakti Foundation for Disadvantaged Women
BDT 74,479 Received From: _____ Paid To Shakti Foundation Seventy Four Thousand Four Hundred Seventy Nine only	Receivers Name: _____ Signature & Date: _____	

18 JAN 2026

checked by
MAY