

Government of the People's Republic of Bangladesh
Bangladesh Ansar & VDP
Headquarters, Khilgaon, Dhaka-1219
Admin Branch

Record Number: 44.03.0000.000.011.37.0060.23.2458

Date: 02/11/2025

Office Order

As per Scheduled Leave Rules-1959, the following member of Bangladesh Ansar and VDP has been granted leave outside Bangladesh to visit the country for the specified period mentioned in the following table.

Sl. No	Name, Designation & Place of Posting	Purpose and Country Name	Accompany	Approved Leave	Name of duty holder during leave
1	Momina khatun Passport No- A00535804 Upazila Women Trainer, Chauddagram, Comilla.	Traveling to Saudi Arabia to perform the Holy Umrah Hajj.	Fm Mohasin Hossain Relation: Husband.	From 09/11/2025 to 28/11/2025 or 20 (Twenty) days from the actual date of journey.	Bosir Ahmed Upazila Trainer, Chauddagram, Comilla.

The terms and conditions are as follows:

- While traveling abroad, she will get salary/allowances in Bangladeshi currency;
 - In this visit, there will be no financial implication of the government;
 - She can't overstay or exceed the approved period of time;
 - At the end of the visit, she will join her post;
 - Rule-34 of Appendix-VIII of the B.S.R (part-1) will be applicable for this visit;
3. This order is issued with the approval of the competent authority.



02-11-2025

Mohammad Sazzadur Rahman
Director (Admin) (Regular Duty)

Record Number: 44.03.0000.000.011.37.0060.23.2458/1 (10)

Date: 02/11/2025

Copy for Kind Information and Necessary Action (Not in the order of seniority):

1. Senior Secretary, Senior Secretary Office, Ministry of Home Affairs;
2. Foreign Secretary, Office of the Foreign Secretary, Ministry of Foreign Affairs;
3. Director General, Director General Office, Bangladesh Ansar and VDP;
4. Director General, Director General, DIP;
5. Executive Director, Hazrat Shahjalal International Airport, Bangladesh Civil Aviation Authority, Kurmitola, Dhaka-1229.;
6. General Manager, Foreign Exchange Policy Division, Bangladesh Bank, Dhaka;

7. Director (Record) (Regular Duty), Record Branch, Bangladesh Ansar and VDP;
8. Director/Deputy Director (related to),
9. Administrator (Additional Responsibility), ICT Branch, Bangladesh Ansar and VDP and
10. Mr/Mrs,



A handwritten signature in cursive script, appearing to read 'M. Rahman', located above the date and name.

02-11-2025

Mohammad Sazzadur Rahman
Director (Admin) (Regular Duty)

10/11/2025