



# আনসার-ভিডিপি উন্নয়ন ব্যাংক

## ANSAR-VDP UNNAYAN BANK

### Personnel Department

No-PF-478/ 2941

Date: 04-11-2024

### Office Order

As Per the administrative approval of Financial Institutions Division, Ministry of Finance, vide letter no-53.00.0000.231.25.008.24.438, Dated: 30-10-2024 the following Officer of Ansar-VDP Unnayan Bank is granted Ex-Bangladesh leave for the mentioned period below:

Sl no	Name, Designation & Posting	Purpose of the visit and Name of the country	Accompanies	Approved Period of Time
1.	Md. Mosharaf Hossain ID No-478 Officer Ansar-VDP Unnayan Bank Ansar-VDP Academy Branch Gazipur	For treatment  Country: India	N/A	From the date 30-10-2024 to 14-11-2024 or 16 (sixteen) days from the date of travelling (including travel time).

### 2. Terms and Conditions are as below:

- He will bear all expenses relating to the visit. No expenditure shall be borne by the Government of Bangladesh or Ansar-VDP Unnayan Bank;
- He will draw all pay and allowances in local currency;
- His travelling time will be treated as Ex-Bangladesh leave;
- The provision of Rule 34 of Appendix VIII of BSR (Part-1) is applicable for this approval; and
- He will not be allowed to stay abroad for more than the approved period.

### 3. This order is issued with the approval of the competent authority.

*JAR*  
04.11.2024

Md. Shahjahan Akanda  
Deputy General Manager (CC)  
Phone: +88-02-2222224291  
Email: avubpd@gmail.com

No-PF- 478/ 2941

Date: 04 -11-2024

### Copy for kind information and necessary action (not in order of seniority):

- Staff Officer to Managing Director, Ansar-VDP Unnayan Bank, Head Office, Dhaka.
- Staff Officer to Deputy Managing Director, Ansar-VDP Unnayan Bank, Head Office, Dhaka.
- Staff Officer to General Manager (Administration/Operation/Central Accounts & Audit) Ansar-VDP Unnayan Bank, Head Office, Dhaka.
- Immigration Officer, Hazrat Shajalal International Airport, Dhaka/Land Port (all), Bangladesh.
- System Analyst, ICT Department, Ansar-VDP Unnayan Bank, Head Office, Dhaka (To publish in Ansar-VDP Unnayan Bank's Website).
- Regional Manager, Ansar-VDP Unnayan Bank, Regional Office, Gazipur.
- Manager, Ansar-VDP Unnayan Bank, Ansar-VDP Academy Branch, Gazipur.
- Md. Mosharaf Hossain, ID No- 478, Officer, Ansar-VDP Unnayan Bank, Ansar-VDP Academy Branch, Gazipur
- Office Copy/Master Copy.

*Palash*  
04.11.2024

Palash Halder  
Principal Officer

H:\Leave\478- Md. Mosharef Hossain-Officer\Pre Approval Letter- Md Shafikul Islam-697 PO.Docx

Head Office: 14, Outer Circular Road, Rajarbagh, Dhaka-1217

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E-mail: info@ansarvdpbank.gov.bd

Government of the People's Republic of  
Bangladesh  
Ministry of Finance  
Financial Institutions Division  
Training Section  
www.fid.gov.bd

**Record Number:** 53.00.0000.231.25.008.24.438

**Date:** 30/10/2024

Managing Director, Ansar-VDP Unnayan Bank, Head Office, Dhaka.

**Subject: Ex-Bangladesh leave.**

The undersigned is directed to convey the administrative approval of the Government of the People's Republic of Bangladesh in favour of the following official to visit abroad under the following terms and conditions:

Name of the Official	Md. Mosharaf Hossain, Officer, Ansar-VDP Unnayan Bank, Ansar-VDP Academy Branch, Gazipur
Accompanied by	Md. Ataullah Morsalin-son
Country to visit	India
Purpose	For treatment
Period	From 30-10-2024 to 14-11-2024 or 16 (sixteen) days from the date of travelling (including travel time)

- He will bear all expenses relating to the visit. No expenditure shall be borne by the Government of Bangladesh or Ansar-VDP Unnayan Bank;
  - He will draw all pay and allowances in local currency;
  - His travelling time will be treated as ex-Bangladesh leave;
  - The provision of Rule 34 of Appendix VIII of BSR (Part-1) is applicable for this approval; and
  - He will not be allowed to stay abroad for more than the approved period.
2. This order has been issued with the approval of the competent authority.



30-10-2024

Farjana Jahan

Senior Assistant Secretary

02223352450

ds.training@fid.gov.bd

**Record Number:** 53.00.0000.231.25.008.24.438/1 (6)

**Date:** 30/10/2024

**A Copy for has been sent consideration and necessary (if applicable) action(Not in the order of seniority):**

- Director General, Department of Immigration & Passport, Agargaon, Dhaka;
- Executive Director, Hazrat Shah Jalal International Airport, Dhaka;
- PS to Secretary, Secretariat Office, Financial Institutions Division;

4. Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka/Land port (all) Bangladesh;
5. Mr. Md. Mosharaf Hossain, Officer, Ansar-VDP Unnayan Bank, Ansar-VDP Academy Branch, Gazipur and
6. Assistant Maintenance Engineer, ICT Cell, Financial Institutions Division (with request to publish this order on FID's website).



A handwritten signature in black ink, located above the date and name.

30-10-2024

Farjana Jahan

Senior Assistant Secretary