



আনসার-ভিডিপি উন্নয়ন ব্যাংক

ANSAR-VDP UNNAYAN BANK

Personnel Department

No-PF- 245/ 7450

Date: 07-05-2025

Office Order

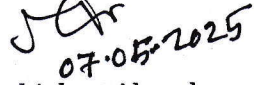
As Per the administrative approval of Financial Institutions Division, Ministry of Finance, vide letter no-53.00.0000.000.231.25.0004.25.171, Dated: 27-04-2025 the following Senior Principal officer of Ansar-VDP Unnayan Bank is granted Ex-Bangladesh leave for the mentioned period below:

Sl no	Name, Designation & Posting	Purpose of the visit and Name of the country	Accompanies	Approved Period of Time
1.	Mohammad Eshrafil ID No- 245 Senior Principal officer Staff Officer to MD Ansar-VDP Unnayan Bank Head Office, Dhaka	For Performing Holy Hajj Country: Saudi Arabia	Mhamuda Haque Munne - Wife	From the date 08-05-2025 to 21-06-2025 or 45 (forty- five) 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.



07-05-2025
Md. Shahjahan Akanda
Assistant General Manager
Phone: +88-02-2222224291
Email: avubpd@gmail.com

No-PF- 245/ 7450

Date: 07-05-2025

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.
- Deputy General Manager, Ansar-VDP Unnayan Bank, Central Accounts Department, Head Office, Dhaka.
- Deputy General Manager, Ansar-VDP Unnayan Bank, Common Service Department, Head Office, Dhaka.
- System Analyst, ICT Department, Ansar-VDP Unnayan Bank, Head Office, Dhaka (To publish in Ansar-VDP Unnayan Bank's Website).
- Mohammad Eshrafil, ID No- 245, Senior Principal officer, Staff Officer to MD, Ansar-VDP Unnayan Bank, Head Office, Dhaka.
- Office Copy/Master Copy.


07/05/25
Akter Hossain
Senior Officer

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

Telephone : 48322181, 48313191, 48313147, 48313196, 49347615

Website: <https://ansarvdpbank.portal.gov.bd> www.ansarvdpbank.gov.bd

E-mail: info@ansarvdpbank.gov.bd

Government of the People's Republic of
Bangladesh
Ministry of Finance
Financial Institutions Division
Training-2 Section

www.fid.gov.bd

Record Number: 53.00.0000.000.231.25.0004.25.171

Date: 27/04/2025

Managing Director and CEO, Ansar-VDP Development 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	MOHAMMAD ESHRAFIL, Senior Principal Officer, Ansar-VDP Unnayan Bank, Head Office, Dhaka
Accompanied by	Mhamuda Haque Munne, Wife
Country to visit	Saudi Arabia
Purpose	For performing holy Hajj
Period	From 08-05-2025 to 21-06-2025 or 45 (Forty-Five) 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.



27-04-2025

M M Ashik Reza
Senior Assistant Secretary
02223358431
sas.training2@fid.gov.bd

Record Number: 53.00.0000.000.231.25.0004.25.171/1 (6)

Date: 27/04/2025

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;

3. PS to Secretary, Secretariat Office, Financial Institutions Division;
4. Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka, Bangladesh;
5. Mr. Mohammad Eshrafil, Senior Principal Officer, Ansar-VDP Development Bank and
6. Mr. Chandan Paul, Assistant Maintenance Engineer, ICT Cell, Financial Institutions Division.



A handwritten signature in black ink, appearing to read 'M M Ashik Reza', located above the typed name.

27-04-2025

M M Ashik Reza

Senior Assistant Secretary