



আনসার-ভিডিপি উন্নয়ন ব্যাংক

ANSAR-VDP UNNAYAN BANK

Personnel Department

No-PF- 824/4851

Date: 08-01-26

Office Order

As per the administrative approval of Financial Institutions Division, Ministry of Finance, vide letter no-53.00.0000.000.231.25.0004.25.12, Dated: 06-01-2026 the following 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.	MD. Touhidur Rahman ID No- 824 Principal Officer, Ansar-VDP Unnayan Bank, Chatmohar Branch, pabna	For performing Holy Umrah Country: Saudi Arabia	Mst. Sufia khatun- Mother	From the date 11-01-2026 to 25-01-2026 or 15 (fifteen) 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 has been issued with the approval of the competent authority.

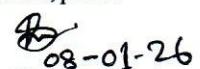

Md. Enamul Haque
Department Head
Phone: +88-02-2222221239
Email: avubpd@gmail.com

No-PF- 824/4851

Date: 08-01-2026

A 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.
- Immigration Officer, Hazrat Shajalal International Airport, Dhaka/Land Port (all).
- Head of the Department, ICT, Ansar-VDP Unnayan Bank, Head Office, Dhaka (To publish in Ansar-VDP Unnayan Bank's Website).
- Regional Manager, Ansar-VDP Unnayan Bank, Regional Office, Rajshahi.
- Manager, Ansar-VDP Unnayan Bank, chatmohar Branch, pabna.
- MD. Nur Alom, ID-161, Senior Officer, Ansar-VDP-Unnayan Bank, Chatmohar Branch, pabna.
- MD. Touhidur Rahman, ID No- 824, Principal Officer, Ansar-VDP Unnayan Bank, Chatmohar Branch, pabna.
- Office Copy/Master Copy.


Dilruba Harun Sonia
Principal Officer

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

www.fid.gov.bd

Record Number: 53.00.0000.000.231.25.0004.25.12

Date: 06 Jan 2026

Managing Director, 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	Md Touhidur Rahman (Passport No: A17579430), Principal Officer, Ansar-VDP Unnayan Bank, Chatmohar Branch, Pabna
Accompanied by	Mst Sufia Khatun (Passport No: A20644999), Mother
Country to visit	Saudi Arabia
Purpose	For performing holy Umrah
Period	From 11-01-2026 to 25-01-2026 or 15 (fifteen) 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.



06-01-2026

M M Ashik Reza

Senior Assistant Secretary

02223358431

sas.training2@fid.gov.bd

Record Number: 53.00.0000.000.231.25.0004.25.12/1 (6)

Date: 06 Jan 2026

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;
- Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka, Bangladesh;

5. Mr. Md Touhidur Rahman (Passport No: A17579430), Principal Officer, Ansar-VDP Unnayan Bank, Chatmohar Branch, Pabna and
6. Mr. Chandan Paul, Assistant Maintenance Engineer, ICT Cell, Financial Institutions Division.



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

06-01-2026

M M Ashik Reza

Senior Assistant Secretary