



আনসার-ভিডিপি উন্নয়ন ব্যাংক

ANSAR-VDP UNNAYAN BANK

দারিদ্র্য বিমোচন, নারীর ক্ষমতায়ন, অর্থনৈতিক উন্নয়নে অঙ্গীকারবদ্ধ

Personnel Department

No-PF- 706/ 6900

Date: 13-04-2026

Office Order

As per the administrative approval of Financial Institutions Division, Ministry of Finance, vide letter no-53.00.0000.000.242.25.0015.26.108, Dated: 05-04-2026 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.	Farzana Yousuf ID No- 706 Principal Officer Ansar-VDP Unnayan Bank, Regional Office, Dhaka.	For performing Holy Hajj Country: Saudi Arabia	Md Monirul Islam- (Husband)	From the date 18-04-2026 to 01-06-2026 or 45 (Forty Five) days from the date of travelling (including travel time).

2. Terms and Conditions are as below:

- She will bear all expenses relating to the visit. No expenditure shall be borne by the Government of Bangladesh or Ansar-VDP Unnayan Bank;
- She will draw all pay and allowances in local currency;
- Her 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
- She 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- 294/ 6900

Date: 13-04-2026

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), Bangladesh.
- ✓ Head of the Department, ICT, Ansar-VDP Unnayan Bank, Head Office, Dhaka (To publish in Ansar-VDP Unnayan Bank's Website).
- Farzana Yousuf, ID No- 706, Principal Officer, Ansar-VDP Unnayan Bank, Regional Office, Dhaka.
- Office Copy/Master Copy.


13-04-26
Dilruba Harun Sonia
Principal Officer

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

Phone No: 8322181, 8313191, 8313147, 8313196, 9347615

Website: 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 branch
www.fid.gov.bd

Record Number: 53.00.0000.000.242.25.0015.26.108

Date: 05 Apr 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	Farzana Yousuf (Passport No: A09326166), Principal Officer, Ansar-VDP Unnayan Bank, Regional Office, Dhaka
Accompanied by	Md. Monirul Islam (Passport No: E00261803), Husband
Country to visit	Saudi Arabia
Purpose	For performing holy Hajj
Period	From 18-04-2026 to 01-06-2026 or 45 (forty-five) days from the date of travelling (including travel time)

- She will bear all expenses relating to the visit. No expenditure shall be borne by the Government of Bangladesh or Ansar-VDP Unnayan Bank;
 - She will draw all pay and allowances in local currency;
 - Her 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
 - She 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.



05-04-2026

M M Ashik Reza

Senior Assistant Secretary

Phone : 02223358431

E-mail : sas.training2@fid.gov.bd

Record Number: 53.00.0000.000.242.25.0015.26.108/1 (6)

Date: 05 Apr 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. Farzana Yousuf (Passport No: A09326166), Principal Officer, Ansar-VDP Unnayan Bank, Regional Office, Dhaka 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.

05-04-2026

M M Ashik Reza

Senior Assistant Secretary