



# আনসার-ভিডিপি উন্নয়ন ব্যাংক

## ANSAR-VDP UNNAYAN BANK

দারিদ্র্য বিমোচন, নারীর ক্ষমতায়ন, অর্থনৈতিক উন্নয়নে অঙ্গীকারবদ্ধ

SA(ET)  
22/04/2026

### Personnel Department

No-PF- 506/ 7114

Date: 26 -04-2026

### Office Order

As per the administrative approval of Financial Institutions Division, Ministry of Finance, vide letter no-53.00.0000.000.242.25.0015.26.136, Dated: 13-04-2026 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.     | Mohammed Mojibor Rahman<br>ID No- 506,<br>Principal Officer,<br>Ansar-VDP Unnayan Bank<br>Singair Branch, Manikgonj | For performing Holy Hajj<br>Country: Saudi Arabia | Mohammed Hayat Ali-Father | From 05-05-2026 to 18-06-2026 total 45 (Forty Five) days from the date of traveling (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](mailto:avubpd@gmail.com)

No-PF- 506/ 7114

Date: 26 -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).
- Mohammed Mojibor Rahman, ID No- 506, Principal Officer, Ansar-VDP Unnayan Bank Singair Branch, Manikgonj
- Office Copy/Master Copy.

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](http://www.ansarvdpbank.gov.bd) E-mail: [info@ansarvdpbank.gov.bd](mailto: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

Date: 13 Apr 2026

Record Number: 53.00.0000.000.242.25.0015.26.136

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 | Mohammed Mojibor Rahman (Passport No: A06868883), Principal Officer, Ansar-VDP Unnayan Bank, Singair Branch, Manikgonj |
| Accompanied by       | Md Hayat Ali (Passport No: A02871429), Father                                                                          |
| Country to visit     | Saudi Arabia                                                                                                           |
| Purpose              | For performing holy Hajj                                                                                               |
| Period               | From 05-05-2026 to 18-06-2026 or 45 (forty-five) days from the date of travelling (including travel time)              |

(a) He will bear all expenses relating to the visit. No expenditure shall be borne by the Government of Bangladesh or Ansar-VDP Unnayan Bank;

(b) He will draw all pay and allowances in local currency;

(c) His travelling time will be treated as ex-Bangladesh leave;

(d) The provision of Rule 34 of Appendix VIII of BSR (Part-1) is applicable for this approval; and

(e) 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.



13-04-2026

M M Ashik Reza

Senior Assistant Secretary

Phone : 02223358431

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

Record Number: 53.00.0000.000.242.25.0015.26.136/1 (6)

Date: 13 Apr 2026

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

1. Director General, Department of Immigration & Passport, Agargaon, Dhaka;
2. 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. Mohammed Mojibor Rahman (Passport No: A06868883), Principal Officer, Ansar-VDP Unnayan Bank, Singair Branch, Manikgonj 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.

13-04-2026

M M Ashik Reza

Senior Assistant Secretary