



Ashuganj Power Station Company Ltd.  
(An Enterprise of Bangladesh Power  
Development Board)  
Ashuganj, Brahmanbaria-3402  
Administration Section  
www.apscl.gov.bd



**Record Number:** 27.25.1233.000.219.08.0050.17.113

**Date:** 09/04/2026

**Office Order (Ex-Bangladesh leave)**

With the approval of the competent authority Mr. Shaikh Marufuzzaman (Employee ID: 1702130072), Cook, Utility (Civil & Estate) Section of Ashuganj Power Station Company Ltd. (APSCCL) has been granted Ex-Bangladesh leave for performing the Holy Hajj in Saudi Arabia (KSA) from 21/04/2026 to 04/06/2026 or 45 (Forty Five) days when the tour actually starts in order to make overseas travel under the following terms & conditions:

1. He will draw his pay and allowances in local currency. There will be no financial involvement of the company in this regard;
2. All expenses will be borne by himself;
3. He will not stay abroad beyond the approved period;
4. This period of stay will be deducted as per section 5.9 of the service rules of APSCCL.

*S. M. Zakir*

09-04-2026

Salauddin Mohammad Zakir  
Manager (HR & Admin)

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**Date:** 09/04/2026

**Copy for Kind Information and Necessary Action (Not in the order of seniority):**

1. Deputy Secretary & Executive Director (Admin/HR), Office of the Executive Director (Administration/HR), Ashuganj Power Station Company Ltd.;
2. Executive Engineer (Civil), Utility (Civil & Estate), Ashuganj Power Station Company Ltd.;
3. Chief Staff Officer (XEN), Managing Director Office, Ashuganj Power Station Company Ltd. (For the kind information to Managing Director);
4. Deputy Manager (HR & Admin), HR-2 (Labour, Welfare and Payroll), Ashuganj Power Station Company Ltd.;
5. Immigration Officer, Hazrat Shahajalal International Airport, Dhaka, ;
6. Mr. Shaikh Marufuzzaman (Employee ID: 1702130072), Cook, Utility (Civil & Estate) Section, Ashuganj Power Station Company Ltd. (APSCCL) and
7. Office/Personal copy, .



A handwritten signature in black ink, appearing to read 'Md. Obaid Ullah Jaki'.

09-04-2026  
Md. Obaid Ullah Jaki  
Deputy Manager (HR & Admin)