



Ashuganj Power Station Company Ltd.
(An Enterprise of Bangladesh Power
Development Board)
Ashuganj, Brahmanbaria-3402
HR-2 (Labour, Welfare and Payroll)
www.apscl.gov.bd



Record Number: 27.25.1233.000.219.08.0050.17.345

Date: 28 Jun 2026

Office Order (Ex-Bangladesh leave)

With the approval of the competent authority Mr. Md. Saiful Islam (Employee ID: 0812120058), Junior Operator Grade-2, Chemical Zone-C of Ashuganj Power Station Company Ltd. (APSCl) has been granted Ex-Bangladesh leave for performing holy Umrah in Saudi Arabia (KSA) from 30/06/2026 to 16/07/2026 or 17 (seventeen) days when the tour actually starts in order to make overseas travel under the following terms & conditions:

1. The period of stay (including the transit period) will not be treated as an official duty;
2. There will be no connection with APSCl regarding local or foreign currency expenses;
3. He will not be allowed any salary and allowance in foreign currency;
4. He will return to APSCl immediately after availing of the leave granted to him; and
5. This period of stay will be deducted as per section 5.9 of the service rules of APSCl.

S. M. Zakir

28-06-2026

Salauddin Mohammad Zakir

Manager (HR & Admin)

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Date: 28 Jun 2026

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

1. Deputy Secretary & Executive Director (HR & Admin), Office of the Executive Director (HR & Admin), Ashuganj Power Station Company Ltd..
2. Chief Staff Officer (XEN), Managing Director Office, Ashuganj Power Station Company Ltd. (For the kind information to Managing Director).
3. Manager (Chemical), Chemical Zone-C, Ashuganj Power Station Company Ltd..
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. Md. Saiful Islam, Junior Operator Grade-2, Chemical Zone-C, APSCl.
7. Office/Personal copy.



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

28-06-2026

Md. Obaid Ullah Jaki
Deputy Manager (HR & Admin)