

Government of the People's Republic of Bangladesh
Ministry of Cultural Affairs
Department of Archaeology
F-4/A, Agargaon Administrative Area
Sher-e-Banglanagar, Dhaka-1207.
www.archaeology.gov.bd

No. 43.23.0000.000.123.08.0001.2004-

Dated: October, 2025.

Government Order

Mrs. Shamim Khatun, Upper Division Assistant, Department of Archaeology, Dhaka, Ministry of Cultural Affairs, Bangladesh has been granted earned leave (ex-Bangladesh) for traveling to Saudi Arabia for 17 (Seventeen) days from 11-11-2025 to 27-11-2025 or from the date of commencement of journey. This leave is granted to perform Holy Umrah in Saudi Arabia under the following terms and conditions:

- (a) She will draw her pay and allowance in local currency. No part of it should be drawn in foreign currency;
- (b) All the related expense of the travel will be borne by herself;
- (c) There will be no financial involvement of Bangladesh Government;
- (d) She will not be allowed to stay abroad more than the approved period.

(Signature) 10.25
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(Sabina Alam)
Director General (Additional Secretary)
Phone: 02-41024650
e-mail: director_general@archaeology.gov.bd

No. 43.23.0000.000.123.08.0001.2004- 1438(2) Dated: 29 October, 2025.

(Signature) 29.10.25

Copy for kind information and necessary action to (not in line with the seniority)

1. Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
2. H.E. Ambassador, Embassy of the Kingdom of Saudi Arabia.
3. Director General, Department of Immigration and Passport, Sher-e-Bangla Nagar, Dhaka.
4. P.S. to Secretary, Ministry of Cultural Affairs, Dhaka (For kind information).
5. Chief Accounts and Finance Officer, Ministry of Cultural Affairs, Segunbagicha, Dhaka.
6. Visa Officer, Saudi Arabia High Commission, 40/2, Madani Sarani, Dhaka-1212.
7. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
8. Archaeological Chemist, Department of Archaeology, Dhaka.
9. Assistant Director (Sanskrit), Department of Archaeology, Dhaka (to publish on the website).
10. Accounts Officers, Department of Archaeology, Dhaka.
11. Mrs. Shamima Khatun, Upper Division Assistant, Department of Archaeology, Dhaka.
12. Master File.

(Signature) 29.10.25
(Sabina Alam)
Director General (Additional Secretary)
Phone: 02-41024650.