

Rural Development Academy (RDA)  
Gopalganj-8110, Bangladesh  
Rural Development and Co-operatives Division  
Ministry of Local Government, Rural Development and Co-operatives  
[www.rdagopalganj.gov.bd](http://www.rdagopalganj.gov.bd); e-mail: [dgrda@gmail.com](mailto:dgrda@gmail.com)

Memo No: 47.69.3551.300.25.005.18.580

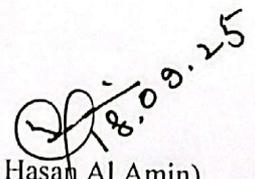
Date: 18 September 2025

**Government Order**

With reference to the RDCD Memo No. 47.00.0000.033.99.073.17-407, Dated: 18/09/2025 of Rural Development and Cooperative Division, Ministry of LGRD & Cooperatives, Government of the People's Republic of Bangladesh, this is to convey that Md. Abdul Gani Mina, Joint Director (Admin & Finance), Rural Development Academy (RDA), Gopalganj-8110, has been granted Ex-Bangladesh (earned leave) for a period of 18 (Eighteen) days starting from 21/09/2025 to 08/10/2025 or from the date of commencement of journey to visit Saudi Arabia for the purpose of performing Holy Omrah. This leave is granted under the following terms and conditions:

**The Terms & conditions:**

- a. All the expenses related to this travel will be borne by himself;
  - b. Neither RDA, Gopalganj nor the Government of Bangladesh will have any financial responsibility with regard to this foreign visit;
  - c. He will draw his pay and allowances in local currency. No part of it will be drawn in foreign currency;
  - d. On termination of the approved period of leave, he must join RDA, Gopalganj; and
  - e. While staying abroad, he will not engage himself in any activity subversive of the country or of the government.
2. This order is issued with the approval of the competent authority.

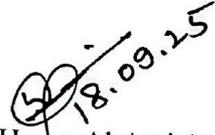
  
(A. S. M. Hasan Al Amin)  
Director General  
(Joint Secretary)  
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Memo No: 47.69.3551.300.25.005.18. ----

Date: 18 September 2025

Copy forwarded for kind information and Necessary action (Not according to seniority):

1. Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
2. Secretary (in charge), Rural Development & Cooperative Division, Ministry of Local Government, Rural Development & Cooperatives, Bangladesh Secretariat, Dhaka-1000.
3. H.E. Ambassador, Royal Embassy of Saudi Arabia, House #5 (NE) L, Road #83, Gulshan #2, Dhaka.
4. H.E. Ambassador, Embassy of the People's Republic of Bangladesh, Riyadh, Saudi Arabia.
5. Director General, Department of Immigration and Passports, E-7, Agargaon, Shere-E-Bangla Nagor, Dhaka-1207.
6. All Directors, RDA, Gopalganj.
7. Md. Abdul Gani Mina, Joint Director (Admin & Finance), RDA, Gopalganj.
8. OC, Immigration, Hazrat Shah Jalal (R.) International Airport, Dhaka.
9. Technical Trainer (Computer), Rural Development Academy, Gopalganj (with requested to upload on the website).
10. PA to DG RDA, Gopalganj, for kind information of Director General, RDA, Gopalganj.
11. Personal file/Office copy/Master copy.

  
(A. S. M. Hasan Al Amin)  
Director General  
(Joint Secretary)

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