Government of the People's Republic of Bangladesh
Ministry of Science and Technology
ST-1 Section (BCSIR)
Bangladesh Secretariat, Dhaka
most.gov.bd

Record Number: 39.00.0000.000.201.08.0004.25.238 Date: 19/10/2026

Government Order

The undersigned is directed to convey the sanction of Ex-Bangladesh earned leave in favor of Most. Sultana Parvin (Passport No-F00014186), Deputy Director (Administration), Bangladesh Council of Scientific and Industrial Research (BCSIR) for performing the Holy Omra in Saudi Arabia from 21.10.2026 to 04.11.2026 or 15 (Fifteen) days from the commencement of leave under the following terms and conditions:

(a) She will bear all expenses of this trip herself, there will be no financial involvement of BCSIR/Government, and this expenditure must be declared in her income tax return;
(b) She will receive salary and allowances in local currency during her leave;
(c) She will not extend the leave and join the workplace in due time;
(d) The leave will have to be adjusted with her Earned Leave on average pay;
(e) The provision of Clause-34 of Appendix-viii of Rule-234 of BSR (Part-1) is applicable for this approval;
(f) This leave will be counted from the date of going on leave or transfer of charge
(g) In order to perform the sacred Hajj, the relevant rules and regulations of the Ministry of Religious Affairs must be followed.

2. It is to be noted that Most. Sultana Parvin's husband Mr. Mohammed Olidur Rohman (Passport No A12463499) will accompany her during this travel.

3.This order is issued with the approval of the competent authority.

19-10-2026
Muhammed Sajedul Islam
Deputy Secretary
Phone : 02223351142
E-mail : st1@most.gov.bd

Record Number: 39.00.0000.000.201.08.0004.25.238/1 (9) Date: 19/10/2026

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

1. Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka, [Atten: Director General (Consular & Welfare), with a request to issue note verbal].
2. Chairman, Bangladesh Council of Scientific and Industrial Research (BCSIR), Dhanmondi, Dhaka.
3. Director General, Department of Immigration & Passport (DIP), Agargoan, Dhaka.

4. Director, Hazrat Shahjalal International Airport, Dhaka.
5. Chief Accounts Officer, Ministry of Science and Technology, CGA Bhaban, Segunbagicha, Dhaka.
6. Personal Secretary to Secretary (Additional Responsibility), Office of the Secretary, Ministry of Scienc e and Technology.
7. Most. Sultana Parvin, Deputy Director (Administration), BCSIR Secretariat, BCSIR, Dhaka.
8. Programmer, Ministry of Science and Technology(with a request to publish the order on the website of the ministry).
9. Personal Officer to Additional Secretary (ST), Ministry of Science and Technology, Dhaka.



19-10-2026
Muhammed Sajedul Islam
Deputy Secretary