



বাংলাদেশ ডেভেলপমেন্ট ব্যাংক পিএলসি.
BANGLADESH DEVELOPMENT BANK PLC.
(A State Owned Commercial Bank)

HUMAN RESOURCE MANAGEMENT DEPARTMENT

No. 06.1/1.2379/

January 18, 2026

Sk Shahriar Tafeq
Senior Principal Officer
Board Division
Bangladesh Development Bank PLC.
Head Office
Dhaka.

Sub : Sanction of Earned Leave (Ex-Bangladesh).

Dear Sir.

With reference to your application dated 07/01/2026 on the above mentioned subject, we are pleased to inform you that the competent authority of the Bank has sanctioned 15 (Fifteen) days Earned Leave (Ex-Bangladesh) which will be effective from 27/01/2026 to 10/02/2026 or the actual date of journey with permission to go to India bearing passport no-B00330995 on the following terms and conditions:

- (a) Under any circumstances you shall not be allowed to extend the sanctioned leave without prior permission of the Bank ;
- (b) No financial assistance shall be allowed to you from the Bank either in the form of foreign or local currency covering your above mentioned visit; and
- (c) This letter shall remain valid only for 90 (ninety) days from the date of issue.

Thanking you.

Yours faithfully
Sd/-
(Afsana Ferdousi)
Deputy General Manager
Phone: 02-41053145
E-mail:
hrm_head@bdbl.com.bd

Copy to :

1. Immigration officer, Hazrat Shahjalal International Airport, Dhaka.
2. Immigration officer, Benapole Land port, Jashore, Bangladesh

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18.01.26
Deputy General Manager