



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

HUMAN RESOURCE MANAGEMENT DEPARTMENT

No. 06.1/1.2178/

February 03, 2026

~~Ishwar Chandra Chakma  
Principal Officer  
Bangladesh Development Bank PLC.  
Zonal Office Chattogram  
Chattogram.~~

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

Dear Sir.

With reference to your application dated 01/12/2025 and 02/02/2026 on the above mentioned subject, we are pleased to inform you that the competent authority of the Bank has sanctioned 90 (Ninety) days Earned Leave (Ex-Bangladesh) which will be effective from 08/02/2026 or from the actual date of journey with permission to go to India including travelling time on the following terms and conditions:

- Under any circumstances you shall not be allowed to extend the sanctioned leave without prior permission of the Bank ;
- 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
- 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@bdbbl.com.bd

Copy to :

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

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07.02.26  
Deputy General Manager