



Government of the People's Republic of Bangladesh  
Directorate of Posts, Dak Bhaban  
Sher-E-Bangla Nagar, Agargaon, Dhaka-1207  
www.bdpost.gov.bd



Record Number: 14.31.0000.029.08.006.23.67

Date: 6/2/2023

### Office Order

Under Provision of the Prescribed Leave Rules, 1959, Ex-Bangladesh Leave (earned) has been granted to MD SAYFUL ISLAM, Upper Division Assistant, Circle Office, Rajshahi for the purpose of performing the Umrah in Saudi Arabia accompanied by his mother and 01(One) sister from 11/02/2023 to 27/02/2023 or 17(Seventeen) days from the date of enjoying the leave under the terms & conditions mentioned below:-

1. This approval is applicable for a single visit to Saudi Arabia only;
2. The expenditure relevant to this visit will be borne by him and the Government of Bangladesh will not bear any cost in local or foreign currency.
3. Under no condition leave will be extended. If the leave extension is urgent, the application will have to be forwarded subject to leave deposit through the concerned Bangladesh High Commission Office
4. He will draw his usual pay and allowances from Bangladesh in local currency.
5. He must return to the country within the stipulated time limit & join this office.
6. This order is issued with the approval of competent authority
7. Total 13(Thirteen) days (Full pay) earned leave and 04(Four) days (Half pay) earned leave granted in favor of applicant.



06-02-2023

Md. Altafur Rahman  
Director (Staff and  
Establishment)  
Phone: 58160706

Record Number:

Date: 6/2/2023

14.31.0000.029.08.006.23.67/1(8)

Copy for Kind Information and Necessary Action,

- 1) H.E. Ambassador, Saudi Arabia Embassy in Dhaka, Bangladesh, House 5 (NE) L,Road 83,Gulshan-2,Dhaka-1212
- 2) Director General, Department of Immigration & Passports, Agargaon, Dhaka.
- 3) Postmaster General, Postmaster General's Office Northern Territory, Rajshahi (Vide his Letter no-14.31.8100.313.08.001.23.38 Date: 18 Magh 1429 01 February 2023)
- 4) General Manager (G) FOREIGN EXCHANGE POLICY DEPARTMENT Bangladesh Bank, Motijheel, Dhaka.
- ✓ 5) Programmer, Central ICT Cell, Directorate of Post(With a request to publish the notification in Website).
- 6) Immigration Officer, Hazrat Shahjalal International Airport, Dhaka/Shah Amanat International Airport, Chittagong/ Osmany International Airport, Sylhet.
- 7) MD SAYFUL ISLAM, Upper Division Assistant, Circle Office, Rajshahi
- 8) Office copy



06-02-2023

**MITHUN CHANDRA DAS**  
Section Officer  
(Establishment)