



Government of the People's Republic of Bangladesh  
Directorate of Posts, Dak Bhaban  
Sher-e- Bangla Nagar, Agargaon, Dhaka-1207  
Establishment Section  
[www.bdpost.gov.bd](http://www.bdpost.gov.bd)

“ডাক সেবার আধুনিকায়ন গ্রাম-শহরের  
সম্মিলন”

**Record Number:** 14.31.0000.029.08.007.23.1268

**Date:** 12 Aug 2024

### Office Order

Under Provision of the Prescribed Leave Rules, 1959, Ex-Bangladesh Leave (Earned & extraordinary leave) has been granted to Shahzadi Farjana, PLI Accountant, RM Office, Dhaka for higher treatment in India accompanied by her husband Mohammad Hasanul Kabir from 10/08/2024 or 30 (Thirty) days from the date of enjoying the leave under the terms & conditions mentioned below:-

1. This approval is applicable for a single visit to India only;
2. The expenditure relevant to this visit will be borne by her 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. She will draw her usual pay and allowances from Bangladesh in local currency.
5. She 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 02(Two) days (Full pay) earned leave, 09(Nine) days (Half pay) earned leave and 19 (Nineteen) days extraordinary leave(without pay) is granted in favor of applicant on humanitarian ground.

12-08-2024

Md. Altafur Rahman

Director (Staff and Establishment)

02-58160706

[altafur.rahman@bdpost.gov.bd](mailto:altafur.rahman@bdpost.gov.bd)

**Record Number:** 14.31.0000.029.08.007.23.1268/1 (9)

**Date:** 12 Aug 2024

### (Not in the order of

### Copy for Kind Information and Necessary Actions seniority)

1. H.E. High Commissioner, High Commission of India in Bangladesh. Plot No:1-3Park Road, Baridhara, Dhaka-1212, ;
2. Director General, Department of Immigration & Passports, Agargaon, Dhaka;
3. General Manager (Additional charge), General Manager's Office, Postal Life Insurance, Eastern Region, Dhaka (Vide his Letter no-14.31.0000.606.08.046.23.2114 Dated: 29/07/2024).;
4. General Manager (G), Foreign Exchange Policy Department, Bangladesh Bank, Dhaka., Foreign Exchange Policy Department, Bangladesh Bank, 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, Chattogram/ Osmani International Airport, Sylhet.;
7. Immigration Officer, Land Port, Benapol, Jessore/ Burimari, Lalmonirhat/ Hili, Dinajpur/Tamabil, Sylhet/ Sonamosjid, Chapainobabgonj/ Bhomra,Satkhira/ Darshana, Chuadanga/ Banglabandha, Panchagar/ Akhaura, Brahmonbaria.;
8. Shahzadi Farjana, PLI Accountant, RM Office, Dhaka and
9. Office copy.



A handwritten signature in black ink, located to the right of the QR code.

13-08-2024

MITHUN CHANDRA DAS  
Section Officer (Establishment)