



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

“ডাক সেবার আধুনিকায়ন গাম-শহরের
সম্মিলন”

Record Number: 14.31.0000.029.08.013.23.1255

Date: 06 Aug 2024

Office Order

Under Provision of the Prescribed Leave Rules, 1959, Ex-Bangladesh Leave (Earned) has been granted to Md Shafiqul Islam, Driver, Directorate of Posts, Dak Bhaban, Dhaka for the purpose of performing Umrah in Saudi Arabia accompanied by his wife Mobashara Begum from 11/08/2024 or 15(Fifteen) 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 him 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.

06-08-2024

Md. Altafur Rahman
Director (Staff and Establishment)
02-58160706
altafur.rahman@bdpost.gov.bd

Record Number:

Date: 06 Aug 2024

(Not in the order of

Copy for Kind Information and Necessary Actions seniority)

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 and Passport, Agargaon, Dhaka-1207;
3. Additional Director General (Accounts and Establishment) (Additional charge), Additional Director General (Accounts & Establishment), Directorate of Post;
4. General Manager (G), Foreign Exchange Policy Department, Bangladesh Bank, Dhaka., Foreign Exchange Policy Department, Bangladesh Bank, Dhaka.;
5. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka/Shah Amanat International Airport, Chattogram/ Osmani International Airport, Sylhet.;
6. Programmer, Central ICT Cell, Directorate of Post (With a request to publish the notification in

Website).;

7. Administrative Officer, Directorate of Post, Dak Bhaban, Dhaka, Vide his Letter no - 14.31.0000.031.08.021.22.355 Dated: 31/07/2024;
8. Section Officer (connection and welfare), Directorate of Post, Dak Bhaban, Dhaka;
9. Accounts Officer, Directorate of Post, Dak Bhaban, Dhaka;
10. Md Shafiqul Islam, Driver, Directorate of Posts, Dak Bhaban, Dhaka and
11. Office copy.



A handwritten signature in black ink, located above the name and date.

06-08-2024

MITHUN CHANDRA DAS
Section Officer (Establishment)