



Government of the People's Republic of  
Bangladesh  
Directorate of Posts, Dak Bhaban  
Sher-e- Bangla Nagar, Agargaon, Dhaka-1210  
Establishment Branch  
www.bdpost.gov.bd

**Record Number:** 14.31.0000.029.08.004.24.1434

**Date:** 30 Dec 2024

### Office Order

Under Provision of the Prescribed Leave Rules, 1959, Ex-Bangladesh Leave (earned) has been granted to Mohammad Shah Jahan, Postal Operator, Rawangchari UPO, Bandarban Division for the purpose of performing Umrah in Saudi Arabia accompanied by his wife from 05/01/2025 to 03/02/2025 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 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 Bangladesh within the stipulated time limit & join his office.
6. This order is issued with the approval of competent authority.

30-12-2024

Md. Abu Taleb

Director (Staff and Establishment)

02-58160706

abu.taleb@bdpost.gov.bd

**Record Number:** 14.31.0000.029.08.004.24.1434/1 (9)

**Date:** 30 Dec 2024

### Copy for Kind Information and Necessary Action (Not in the order of seniority):

1. H.E. The Ambassador, Saudi Arabia Embassy in Dhaka, Bangladesh, House 5 (NE) L,Road 83,Gulshan2, Dhaka-1212, ;
2. Director General, Department of Immigration & Passports, Agargaon, Dhaka;;
3. Postmaster General, Postmaster General's Office Eastern, Chattogram(Vide his Letter no- 14.31.1528.520.08.001.24.93 Date: 23/12/2024);
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, Chapainawgonj/ Bhomra, Satkhira/ Darshana, Chuadanga/ Banglabandha, Panchagarh/ Akhaura, Brahmanbaria.;

8. Mohammad Shah Jahan, Postal Operator, Rawangchari UPO, Bandarban Division and

9. Office copy.



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

30-12-2024

MITHUN CHANDRA DAS  
Section Officer (Establishment)