



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

“ডাক সেবার আধুনিকায়ন গ্রাম-শহরের
সম্মিলন”

Record Number: 14.31.0000.029.08.004.24.1245

Date: 11 Jul 2024

Office Order

Under Provision of the Prescribed Leave Rules, 1959, Ex-Bangladesh Leave (earned) has been granted to Syeda Kohinoor Begum, Sub Post Master, Halishahar Housing Estate Town Sub Post Office, Chattogram for the purpose of performing Umrah accompanied by her son in Saudi Arabia from 01/08/2024 to 30/08/2024 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 Saudi Arabia 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.

11-07-2024

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

Record Number: 14.31.0000.029.08.004.24.1245/1 (8)

Date: 11 Jul 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. Postmaster General, Postmaster General's Office Eastern, Chittagong (vide his letter no - 14.31.1528.520.08.001.24.49 Date: 07/07/2024);
4. General Manager (G), Foreign Exchange Policy Department, Head Office, Bangladesh Bank.;
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. Syeda Kohinoor Begum, Sub Post Master, Haliashahar Housing Estate Town Sub Post Office, Chattogram and
8. Office copy.



A handwritten signature in black ink, appearing to be 'Mithun Chandra Das', written over a horizontal line.

14-07-2024

MITHUN CHANDRA DAS
Section Officer (Establishment)