



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

Record Number: 14.31.0000.000.029.08.0002.26.99

Date: 31/03/2026

Office Order

Under Provision of the Prescribed Leave Rules, 1959, Ex-Bangladesh Leave (earned) has been granted to Rowshan Ara Ruby, Mail Operator, Divisional Office, RMS V Division, Dhaka for the purpose of higher treatment and sightseeing in Thailand, Malaysia and Singapore from 31/03/2026 or 25(Twenty Five) days from the date of enjoying the leave under the terms & conditions mentioned below:-

1. This approval is applicable for a single visit to Thailand, Malaysia and Singapore 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. She will draw her usual pay and allowances from Bangladesh in local currency.
5. She must return to the Bangladesh within the stipulated time limit & join her office.
6. This order is issued with the approval of competent authority.

31-03-2026

Khan Hasan Mohammad Iqbal Masud
Director (Staff and Establishment)
(Additional Responsibility)
Phone : 02-58160706

Record Number: 14.31.0000.000.029.08.0002.26.99/1 (10)

Date: 31/03/2026

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

1. H.E. The Ambassador, Malaysia Embassy in Dhaka, Bangladesh, Address: House No. 19, Road No. 6 Baridhara 1212 Dhaka Bangladesh;
2. H.E. The Ambassador, Thailand Embassy in Dhaka, Bangladesh, Address:18 & 20, Madani Avenue, Baridhara, Dhaka-1212;;
3. H.E. The High Commissioner, High Commission of Singapore in Bangladesh. Address: Ventura Avenue, 5th floor 8/B Gulshan Avenue,(Bir Uttam Mir Showkat Sharak) 1212 Dhaka Bangladesh., ;
4. Director General, Department of Immigration & Passports, Agargaon, Dhaka;
5. Postmaster General, Postmaster General's Office, Central Circle, Dhaka (Vide his Letter no- 14.31.00 00.000.207.08.0016.22.53.; Date: 12/03/2026);
6. General Manager (G), Foreign Exchange Policy Department, Bangladesh Bank, Dhaka.;

- ✓ 7. Programmer, Central ICT Cell, Directorate of Post(With a request to publish the notification in Website);;
8. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka/Shah Amanat International Airport, Chattogram/ Osmani International Airport, Sylhet.;
9. Rowshan Ara Ruby, Mail Operator, Divisional Office, RMS V Division, Dhaka and
10. Office copy.



A handwritten signature in black ink, appearing to read 'Sudip Chakma', located above the typed name.

31-03-2026

SUDIP CHAKMA

Section Officer (Establishment)