



Government of the People's Republic of Bangladesh  
Energy and Mineral Resources Division  
Bangladesh Petroleum Corporation  
Administration and Establishment Branch  
www.bpc.gov.bd

**Record Number:** 28.03.0000.000.010.08.0007.17.24

**Date:** 08 Apr 2026

**Office order**

Mr. Md Al-Mamun (Passport No. A08825670), Upper Division Assistant (UDA), Bangladesh Petroleum Corporation (BPC) has been granted extended earned leave (ex-Bangladesh) for 45 (Forty Five) days starting from 08-04-2026 to 22-05-2026 for traveling to India. This leave has been granted in continuation of the leave which is granted by memo number 28.03.0000.000.010.08.0007.17.185 of 20 October 2025. It has been granted for his son's treatment in India under the following terms and conditions:

(a) He shall draw his pay and allowances in local currency, no part of it shall be drawn in foreign currency.

(b) All related expenses of the travel will be borne by him. It will not have any financial involvement of BPC or Bangladesh government.

(c) The leave shall not be extended under any circumstances.

(2) The order is issued with the approval of the competent authority.

08-04-2026

Shahina Sultana

Secretary

Phone : 02333316413

E-mail : secretary@bpc.gov.bd

**Record Number:** 28.03.0000.000.010.08.0007.17.24/1  
(10)

**Date:** 08 Apr 2026

**Copy sent for Information and Necessary (where applicable) Action to (Not in the order of seniority):**

1. Director General, Director General, Department of Immigration and Passports.;
2. Executive Director (Civil Aviation Authority), Office of the Executive Director (Civil Aviation Authority), Civil Aviation Authority, Bangladesh;
3. Director(Finance), Accounts and Finance, Bangladesh Petroleum Corporation;
4. PS to Secretary, Secretary Office, Energy and Mineral Resources Division;
5. GM(Finance) (Current duty), Finance Division, Bangladesh Petroleum Corporation;
6. Immigration Officer, Hazrat Shahjalal (RA) International Airport, Dhaka;
7. PS to Chairman, Chairman Office, Bangladesh Petroleum Corporation;
8. Assistant Manager, MIS, Bangladesh Petroleum Corporation;

9. Upper Division Assistant (UDA), ADP / Insurance / Miscellaneous Branch, Bangladesh Petroleum Corporation and  
10. Office Copy, .



A handwritten signature in blue ink, enclosed in a light gray rectangular box. The signature appears to be 'Shahina Sultana'.

08-04-2026  
Shahina Sultana  
Secretary