

Bangladesh Rural Development Board
5, Kawran Bazar, Dhaka-1215
www.brdb.gov.bd

Number: 47.62.0000.205.00.197.13.7208

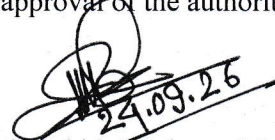
Date: 24.09.2026

Office Order

Mst. Roma Akter (Employee No-3624, Passport No-A23054625), Upazila Rural Development Officer, Satoria, Manikganj has been granted earned leave (ex-Bangladesh) for traveling to India for 30 (Thirty) days starting from 28 August 2026 to 27 September 2026 or from the date of commencement of leave. This leave/tour is granted for better treatment under the following terms and conditions:

- a. All related expenses of this travel will be borne by her;
 - b. There will be no financial involvement from Bangladesh government in this trip;
 - c. She will draw her pay and allowances in local currency. No part of it should be drawn in foreign currency;
 - d. She cannot stay abroad beyond the granted leave; and
 - e. She will join the workplace on time after enjoying the sanctioned leave. If her joining letter is not received on the due date, she will be treated as overstaying abroad.
2. This order is issued according to the Rural Development and Cooperatives Division's memo no-47.00.0000.000.047.08.0393.26-475, Date: 24 September 2026.

With the approval of the authority


24.09.26

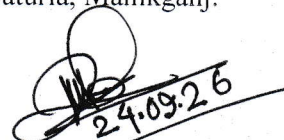
Mohammad Mohidur Rahman Molla
Deputy Director (Administration)
Phone: 02-41010328
Email: ddadmn1@brdb.gov.bd

Number: 47.62.0000.205.00.197.13.7208

Date: 24.09.2026

Copy for Kind Information and Necessary Action (Not According to seniority):

1. Foreign Secretary, Ministry of Foreign Affairs, Dhaka.
2. H.E High Commissioner, High Commission of Bangladesh to India/ H.E High Commissioner, High Commission of India to Dhaka.
3. Director (Field Service/Administration/Finance & Accounts), BRDB, Dhaka.
4. Director, Hazrat Shahjalal International Airport, Dhaka.
5. Joint Director (Administration/Finance & Accounts/CCM), BRDB, Dhaka.
6. Deputy Director (Accounts/Audit/Budget/Training/Research and Evaluation), BRDB, Dhaka.
7. Deputy Director (Programming), BRDB, Dhaka (With requested to publish on the BRDB website).
8. Deputy Director, BRDB, Manikganj.
9. Private Secretary to the Secretary, Rural Development and Cooperatives Division's, Bangladesh Secretariat, Dhaka (For the kind information of the Secretary).
10. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka/Benapole Land Port, Jessore/Banglabandha Land Port, Panchagarh/Hili Land Port, Dinajpur.
11. Private Secretary to Director General, BRDB, Dhaka (For kind information of Director General).
12. Upazila Rural Development Officer, Satoria, Manikganj.
13. Mst. Roma Akter (E-3624), Upazila Rural Development Officer, Satoria, Manikganj.
14. Related Documents.


24.09.26

Mohammad Mohidur Rahman Molla
Deputy Director (Administration)