



Government of the People's Republic of Bangladesh
Ministry of Industries
Bangladesh Standards and Testing Institution
Maan Bhaban, 116/A, Tejgaon Industrial Area, Dhaka-1208
www.bsti.gov.bd



Ref. No. 36.05.0000.105.31.006.11 /1604

Date: 09-12-2025

Office Order

The undersigned is directed to inform you that the authority of BSTI is pleased to grant leave (Earned leave) to Mr. Muhammad Asaduzzaman, Senior Computer Operator, ICT Cell, BSTI, Dhaka from 10-12-2025 to 24-12-2025 or from the date of departure for 15 (Fifteen) days for performing 'Omrah Hajj' in Saudi Arabia under the following terms and conditions:

Terms & Conditions:

- All expenses in this connection will be borne by the incumbent himself.
- There will be no financial involvement of the Government or Institution regarding his travel.
- He will not be allowed to draw his pay and allowances in foreign currency.
- He will not be allowed to extend his stay (excluding transit and travelling time) abroad beyond the permitted time.

2. This order is issued in accordance with the order No. 36.00.0000.000.067.08.0005.23.424, Dated: 13-11-2025 of the Ministry of Industries.


(Md. Tuhin Ahmed)
Deputy Director (Admin-2)

Distribution :

Mr. Muhammad Asaduzzaman
Senior Computer Operator, ICT Cell,
BSTI, Dhaka.

Distribution for kind information & necessary action :

- Secretary, Ministry of Industries, Govt. of the People's Republic of Bangladesh, 91, Motijheel C/A, Dhaka. [Attn: Mr. Md. Ahsan Mahmud, Assistant Secretary (BSTI)].
- Secretary, Ministry of Foreign Affairs, Govt. of the People's Republic of Bangladesh, Segun Bagicha, Dhaka.
- Director General, Department of Immigration and Passport Division, Dhaka.
- Director (Admin), BSTI, Dhaka.
- Immigration Officer, Hazrat ShahJalal International Airport, Dhaka.
- Embassy of Saudi Arabia, Dhaka.
- Programmer, ICT Cell, BSTI, Dhaka (Please incorporate in the website).
- Assistant Director (Account and Audit), BSTI, Dhaka.
- PA to Director General, BSTI, Dhaka.