

Government of the People's Republic of Bangladesh  
**Bangladesh Trade and Tariff Commission**  
Ministry of Commerce  
1<sup>st</sup> 12<sup>th</sup> Govt. Office building, Segunbagicha, Dhaka-1000  
[www.btc.gov.bd](http://www.btc.gov.bd)

No: 26.01.0000.012.99.552.16-1089

Date: 14-08-2024

**Office Order**

Mr. Md. Sharif Bhuiyan (Passport No. A03420146), Office Support Staff, Bangladesh Trade and Tariff Commission, Dhaka, has been granted earned leave (Ex-Bangladesh in India) for 10 (Ten) days starting from 16-08-2024 or from the date of commencement of journey. This Leave is granted for the purpose of his medical treatment in India under the following terms and conditions:

**Terms and Conditions:**

- a. He will draw his usual pay and allowances in local currency.
- b. All related expenses of this travel will be borne by himself;
- c. In case of taking this leave, sub-rule 18(1) of the Bangladesh Trade and Tariff Commission (Officers and Employees) Employment Rules, 1993 will be Applicable.

02. This order is issued with approval of the competent authority.



(Abdullah Al Mamun)  
Director (Admin & Finance)

Bangladesh Trade and Tariff Commission

Phone : 58310332

e-mail: [secretary@btc.gov.bd](mailto:secretary@btc.gov.bd)

No:26.01.0000.012.99.552.16-1089

Date: 14-08-2024

Copy forwarded for kind information and necessary action (Not according to seniority):

- 01 Senior Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
- 02 H.E. High Commissioner, High Commission of India in Dhaka, Bangladesh.
- 03 Director General, Directorate of Immigration & Passport, Dhaka.
- 04 PS to Senior Secretary, Ministry of Commerce, Bangladesh Secretariat, Dhaka
- 05 PS to Chairman, Bangladesh Trade and Tariff Commission, Segunbagicha, Dhaka
- 06 System Analyst, Bangladesh Trade and Tariff Commission (with request to upload in BTTC website).
- 07 Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
- 08 Immigration Officer, Benapole Land Port, Jessore/Gede Land Port, Darsana, Chuadanga.
- 09 Accounts Officer, Bangladesh Trade and Tariff Commission, Dhaka.
- 10 Mr. Md. Sharif Bhuiyan, Office Support Staff, Bangladesh Trade and Tariff Commission, Dhaka.



(Abdullah Al Mamun)

Director (Admin & Finance)

Bangladesh Trade and Tariff Commission