



Memo No: 27.32.0000.000.025.50.0132.22-0203

Date: 15-03-2026

“Office Order”

The following officer of Coal Power Generation Company Bangladesh Limited (CPGCBL) is hereby released from CPGCBL on 26-03-2026 (Afternoon) to visit the **Kingdom of Saudi Arabia** from 27-03-2026 to 10-04-2026 [15 (Fifteen Days) (including travel time)] to perform the Holy Umrah under the following terms and conditions:

S/N	Name, Designation and Office	Remarks
01.	Mr. Md. Kafil Uddin (ID: 27.32.01.0112) Sub-Assistant Engineer (Electrical) Matarbari 2x600 M.W USCCFPP Coal Power Generation Company Bangladesh Limited (CPGCBL)	-

Terms & Conditions:

1. This visit will be guided by the terms and conditions of the Office Order issued by HRM & Admin Department, CPGCBL, Dhaka (Memo -27.32.0000.000.007.08.0003.25.61; Date: 19-01-2026);
2. No part of the salary shall be entitled in foreign currency;
3. Following the completion of the visit, he will submit his joining letter along with the required immigration details.

This order has been issued with the approval of the competent authority of CPGCBL.

As Directed-

S.R.H
15/03
2026

(Sheikh Sazzadur Rahman)
Manager (HRM & Admin)
Matarbari 2x600 M.W USCCFPP
Coal Power Generation Company Bangladesh Limited (CPGCBL)
E-mail: sazzadur.rahman@cpgcbl.gov.bd

Distribution: (Kind information and necessary action) (Not according to Seniority):

1. Mr. Md. Kafil Uddin, Sub-Assistant Engineer (Electrical), Matarbari 2x600 M.W. USCCFPP, CPGCBL, Moheshkhali, Cox's Bazar.

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

1. Managing Director, CPGCBL, Dhaka.
2. Executive Director (P&D/O&M/Finance), CPGCBL, Dhaka.
3. Director General, Immigration and Passport, Dhaka.
4. Embassy of the Kingdom of Saudi Arabia, Dhaka, Bangladesh
2. Chief Engineer (O&M), Matarbari 2x600 M.W. USCCFPP, CPGCBL, Moheshkhali, Cox's Bazar.
3. Immigration Officer, Hazrat Sahjalal International Airport, Dhaka.
4. Deputy General Manager (HRM & Admin/Accounts-Finance/Audit), CPGCBL, Dhaka.
5. Superintendent Engineer (Operation), Matarbari 2x600 M.W. USCCFPP, CPGCBL, Moheshkhali, Cox's Bazar.
6. Executive Engineer (Mechanical) (Operation Shift), Matarbari 2x600 M.W. USCCFPP, CPGCBL, Moheshkhali, Cox's Bazar.
7. Manager (Accounts-Finance), Matarbari 2x600 M.W. USCCFPP, CPGCBL, Moheshkhali, Cox's Bazar.
8. Deputy Manager (Audit), Matarbari 2x600 M.W. USCCFPP, CPGCBL, Moheshkhali, Cox's Bazar.
9. Assistant Programmer, Matarbari 2x600 M.W. USCCFPP, CPGCBL, Moheshkhali, Cox's Bazar.
(Requested to upload the office order to the CPGCBL website and internal website)
10. Master Copy/Personal File.



Coal Power Generation Company Bangladesh Limited (CPGCBL)
An Enterprise of Government of the People's
Republic of Bangladesh
HRM & Admin Department
www.cpgcbl.gov.bd



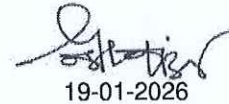
Record Number: 27.32.0000.000.007.08.0003.25.61

Date: 19/01/2026

Office Order

Mr. Md. Kafil Uddin (ID: 27.32.01.0112), Sub-Assistant Engineer (Electrical), Matarbari 2x600 MW Ultra Super Critical Coal-Fired Power Plant, Coal Power Generation Company Bangladesh Limited (CPGCBL), Maheshkhali, Cox's Bazar, has been granted Ex-Bangladesh leave to visit Kingdom of Saudi Arabia (KSA) for the purpose of performing Holy Umrah from 25/01/2026 to 11/02/2026 or for 18 (eighteen) days from the date of actual journey (including travel time) under following terms and conditions:

(a)	There will be no connection with Coal Power Generation Company Bangladesh Limited (CPGCBL) for this travelling expense;
(b)	No part of his pay and allowances shall be paid in foreign currencies;
(c)	He will return to Bangladesh after enjoying this leave and the duration of his overseas stay shall by no means be extended further;
(d)	The above leave will be treated as leave on full average pay.


19-01-2026

A.J.M. Mostafizur Rahaman Talukder
Manager (HRM)

Record Number: 27.32.0000.000.007.08.0003.25.61/1
(13)

Date: 19/01/2026

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

1. Director General, Immigration and Passport, Dhaka;
2. Managing Director, Office of Managing Director, Coal Power Generation Company Bangladesh Ltd;
3. Executive Director (O&M), O&M Department, Coal Power Generation Company Bangladesh Ltd;
4. Executive Director (Finance) (Additional Responsibility), Finance and Accounts Section, Coal Power Generation Company Bangladesh Ltd;
5. Executive Director (P & D) (Additional Responsibility), P&D Department, Coal Power Generation Company Bangladesh Ltd;
6. Embassy of the Kingdom of Saudi Arabia, Dhaka;
7. Director, Hazrat Shahjalal International Airport, Dhaka;
8. Chief Engineer (O&M), Office of Chief Engineer, Matarbari Site Office, Coal Power Generation Company Bangladesh Ltd;

