



Dhaka Electricity Supply PLC (DESCO)
Administration Division
22/B, Kabi Farrukh Sarani, Nikunja-2, Khilkhet,
Dhaka-1229
www.desco.gov.bd

Record Number: 27.24.0000.000.068.08.0005.26.267

Date: 22/07/2026

Mr. Hassan Yousuf Khan (ID No. 1610), Sub-Assistant Administrative Officer
Khilkhet S & D Division, Dhaka Electricity Supply PLC (DESCO).

Subject: Approval of Ex-Bangladesh (India) Leave.

Reference: Your application dated: 29/06/2026.

In pursuance of your application, DESCO Management has granted your Ex-Bangladesh (India) leave of 18 (Eighteen) days in the following manner.

- | | |
|---------------------|--|
| i) Purpose of Leave | : For treatment of your wife. |
| ii) Period of Leave | : 24/08/2026 to 10/09/2026 or 18 days from the start of Journey (including travel time). |
| iii) Approved leave | : 18 days from accumulated earned leave as on 28/06/2026. |
| iv) Mode of Leave | : Earned Leave (Ex-Bangladesh). |

With the approval of Managing Director,

22-07-2026

Sazedul Karim

DGM (Administration), Additional
Charge

Phone : 09610111111

E-mail : skarim@desco.gov.bd

Record Number: 27.24.0000.000.068.08.0005.26.267/1 (6)

Date: 22/07/2026

Copy for kind information to :

1. Executive Director (Admin & HR/F & A).
2. Chief Engineer, ICT Division – Please take necessary step to upload the letter on DESCO's website.
3. DGM (HRM/Finance)..
4. Executive Engineer, Khilkhet S & D Division..

5. Manager, FM & B.
6. Office Copy/Personnel File.



A handwritten signature in black ink, appearing to read 'Sazedul Karim', located above the printed name.

22-07-2026

Sazedul Karim

DGM (Administration), Additional
Charge