

Government of the People's Republic of Bangladesh  
Road Transport and Highways Division  
**Dhaka Mass Transit Company Limited**  
(Admin-1 Section)  
Metro Rail Bhaban, MRT Line-6 Depot, Sonargaon Janapath  
Sector:15-16, Diabari, Uttara, Dhaka-1230  
[www.dmtcl.gov.bd](http://www.dmtcl.gov.bd)

No-35.05.0000.001.97.329.22-৩৪৪

Dated:23.12.2025

**Office Order**

**Mr. Md. Asrafuzzaman Khan (Passport No: A09391482)**, Station Controller, Dhaka Mass Transit Company Limited, has been granted Ex-Bangladesh leave as per his application for the purpose of travelling to Saudi Arabia for 12 days from December 26, 2025 to January 06, 2026 or from the date of commencement of the leave. This leave is granted under the following terms and conditions:

- There will be no financial involvement of Bangladesh Government or DMTCL for his travel.
- The leave will be full average pay.
- A total of 12 days of Ex-Bangladesh leave will be counted as part of the Rest and Recreation Leave.
- The provision of the Rule 34 of the appendix VIII of BSR (Part-1) is applicable for this approval.

This order is issued with the approval of the Competent Authority.

  
23/12/25

**A.K.M. Khairul Alam**  
Director (Administration)  
Dhaka Mass Transit Company Limited  
E-mail: directoradmin@dmtdcl.gov.bd

No-35.05.0000.001.97.329.22-৩৪৪

Dated:23.12.2025

**Copy for Kind Information and Necessary Action: (Not according to the seniority):**

- H.E. Ambassador, Embassy of the Government of the People's Republic of Bangladesh, Riyadh, Saudi Arabia.
- H.E. Ambassador, Saudi Arabian Embassy in Dhaka, Bangladesh
- Director General, Department of Immigration and Passports, Agargaon, Dhaka
- Director (Finance and Accounts /Operation and Maintenance), DMTCL
- Executive Director, Hazrat Shahjalal(R) International Airport, Dhaka
- PS to Managing Director, DMTCL
- Immigration Officer, Hazrat Shahjalal(R) International Airport, Dhaka
- System Analyst, DMTCL (With request to publish this 'Office Order' in the website of DMTCL)
- Mr. Md. Asrafuzzaman Khan**, Station Controller, DMTCL
- Office Copy / Master Copy

  
23/12/25

**A.K.M. Khairul Alam**  
Director (Administration)  
Dhaka Mass Transit Company Limited