

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

Memo No. 35.05.0000.001.97.301.22-64

Date: 30 January 2025

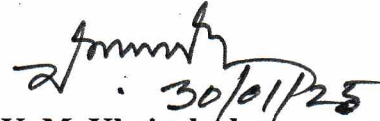
**Office Order**

The undersigned is directed to convey the leave approval of Mr. Mir Manjoor Rahim, General Manager (Electrical), Dhaka Mass Transit Company Limited (DMTCL) for travelling to Australia to meet with his family members. He will start his journey from 01 February 2025 to 20 February 2025 total 20 (Twenty) days from the date of commencement of his journey.

2. Terms and Conditions are as follows:

- a. All expenses of this visit will be borne by himself.
- b. There will be no financial involvement of DMTCL.
- c. He will not be allowed to extend his leave.
- d. Approval of this leave will be treated as Earned leave.

This order has been issued with the approval of the Competent Authority.

  
30/01/25

**A. K. M. Khairul Alam**  
Director (Administration)

Dhaka Mass Transit Company Limited  
E-mail: [directoradmin@dmtdcl.gov.bd](mailto:directoradmin@dmtdcl.gov.bd)  
Contact: +8802 55669012

**Copy to:**

1. H.E. High Commissioner, High Commission of Australia to Bangladesh, 184 Gulshan Avenue, Gulshan-2, Dhaka 1212.
2. Director General, Department of Immigration and Passports, Agargaon, Dhaka
3. Director (Finance and Accounts)/(Operation & Maintenance), Dhaka Mass Transit Company Limited
4. Mr. Mir Manjoor Rahim, General Manager (Electrical), Dhaka Mass Transit Company Limited
5. Executive Director, Hazrat Shahjalal International Airport, Dhaka
6. PS to Managing Director, Dhaka Mass Transit Company Limited
7. PS to Secretary, Road Transport and Highways Division, Bangladesh Secretariate, Dhaka
8. System Analyst, Dhaka Mass Transit Company Limited (With request to publish this 'Office Order' in the website of DMTCL)
9. Office Copy
10. Master Copy