

Government of the People's Republic of Bangladesh  
Security Services Division, Ministry of Home Affairs  
Department of Narcotics Control  
Head Office  
41 Segunbagicha, Dhaka-1000.  
Website: [www.dnc.gov.bd](http://www.dnc.gov.bd)

Memo No: 58.02.0000.006.08.012.23-4045

Date: 11/11/2024

**Office order**

The undersigned is directed to convey that under provision of the prescribed leave Rules 1959, Ex-Bangladesh (earned leave) has been granted to Mr. Md. Abu Javed, Office Assistant Cum-Computer Typist, Department of Narcotics Control, Head Office, Dhaka for travelling to India for Medical treatment from 20/01/2025 to 30/01/2025 or for 10 (ten) days (including transit and travel time) from the date of commencement of leave. This leave is granted under the following terms and condition:

- (a) He will draw his pay and allowances in local currency. No part of it should be drawn in Foreign currency;
- (b) All related expenses of travelling will be borne by him.
- (c) His Nephew Hamza Bin Azad will accompany him during the travel in India.
- (d) The provision of Rule 34 of Appendix viii of BSR (part-1) is applicable for this approval.

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

  
(Dipjoy Khisa)

Assistant Director (Common Service)  
Phone: 01404072025  
E-mail: [adcs@dnc.gov.bd](mailto:adcs@dnc.gov.bd)

A copy has been sent for kind notice/necessary action (not in order of seniority):

01. Director (Administration/Operations/Treatment & Rehabilitation/Preventive Education), Department of Narcotics Control, Head Office, Dhaka.
02. Chief Accounts and Finance Officer, Ministry of Home Affairs, CGA Bhaban, Segunbagicha, Dhaka.
03. Programmer, Department of Narcotics Control, Head Office, Dhaka (Requested for publication on website).
04. Assistant Director (Administration), Department of Narcotics Control, Head Office, Dhaka (copy to be kept in personal documents Requested).
05. Staff Officer to DG (for the kind information of the Director General).
06. Officer-in-Charge, Immigration, Hazrat Shahjalal International Airport, Dhaka.
07. Immigration Officer, Benapole Land Port/Darshan Land Port.
08. Mr. Md. Abu Javed, Office Assistant Cum-Computer Typist, Department of Narcotics Control, Head Office, Dhaka.
09. Personal Assistant to the Additional Director General (for the kind information of the Additional Director General).
10. Office copy.