

People's Republic of Bangladesh
Ministry of Housing and Public Works
Directorate of Government Accommodation
Admin (Central) Section

www.doga.gov.bd

Record Number: 25.43.0000.016.19.007.19.915

Date: 06 Nov 2024

Chief Accounts and Finance Officer, Ministry of Housing and Public Works, 2nd 12th Floor Government Office Building, Segunbagicha, Dhaka..

Subject: Permission to visit the Kingdom Saudi Arabia for performing Umrah Hajj .

Reference: Application of Mosa: Fatama Akther, Office Assisestant, Directorate of Government Accommodation, Bangladesh Secretariat, Dhaka, Dated: 15-10-2024.

The undersigned is directed to convey the approval of the Directorate of Government Accommodation to grant 15 (Fifteen) days of earned leave and to allow Mosamad: Fatama Akther, Office Assistent to visit the Kingdom Saudi Arabia for performing Umrah Hajj dated from 01-12-2024 to 15-12-2024 or from the date of her actual departure from Bangladesh under the following terms and conditions:

1. She will enjoy the leave for the purpose of performing Holy Umrah Hajj;
2. All expenditure in this regard shall be borne by herself;
3. She will receive her monthly pay from the Directorate in local currency in time of her leave;
4. She will join her present post after returning from abroad;
5. Leave granted in this regard shall not be extended, and
6. "Rule 34" of BSR (Part 1) Appendix VIII and other relevant rules shall be applicable in case of enjoying the said leave.

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

Your Faithfully,



06-11-2024

Mohammad Zillur Rahman
Deputy Director
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adminsec@doga.gov.bd

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(11)

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A Copy for has been sent consideration and necessary (if applicable) action(Not in the order of seniority):

1. H.E. the Ambassador of Bangladesh to the Kingdom Saudi Arabia , Riyadh, Saudi Arabia.;
2. H.E. the High Commissioner of the Kingdom Saudi Arabia to Bangladesh, Baridhara, Dhaka;
3. Additional Secretary (Administration),Ministry of Housing and Public Works, Bangladesh Secretariat, Dhaka;
4. Deputy Director, Department of Immigration and Passport, Bangladesh Secretary, Dhaka;
5. Assistant Secretary (Consular),Ministry of Foreign Affairs, Dhaka;

6. Immigration Officer, Hazrat Shahjalal International Airport, Bangladesh;
7. Assistant Director, ICT Section, Directorate of Government Accommodation (With request to upload and publish this order on the official website of the Directorate);
8. PA to Director, Office of the Director, Directorate of Government Accommodation;
9. PA to Additional Director, Office of the Additional Director, Directorate of Government Accommodation;
10. Office Front Desk, ICT Section, Directorate of Government Accommodation and
11. Fatama Akther, Office Assisestant, Directorate of Government Accommodation, Bangladesh Secretariat, Dhaka.



A handwritten signature in black ink, located on the right side of the page, above the date and name.

06-11-2024
Abdullah-Al-Nooman
Assistant Director