

(বিদেশী সংস্থা সংশ্লিষ্ট থাকায় ইংরেজিতে লিখা)

Dhaka South City Corporation

Nagar Bhaban

Dhaka-1000, Bangladesh

www.dscc.gov.bd

Memo No.: 46.207.000.03.01.4004.1996-181

Date: $\frac{03}{16}$ Faalgoon 1432
February 2026

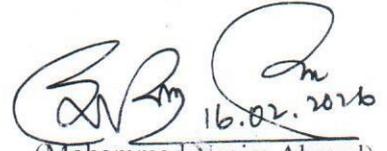
Office Order

Mr. Shonoy Kumer Paul, Revenue Supervisor, Revenue Department (Municipal Tax Branch), Zone-5, Dhaka South City Corporation, Dhaka, Bangladesh (Bearing Passport No. A05631884) for travelling USA to meet his daughter from 15th February 2026 to 28th February 2026 or for 14 (Fourteen) days nearer from the date of travelling under the following terms and conditions:

02. Terms & Conditions:

- All expenses in this connection will be borne by himself and no part of it will be borne by Dhaka South City Corporation or Government of Bangladesh.
- During the said period, he will be treated as on leave.
- He will draw his usual salary and allowances from Bangladesh in local currency.
- His wife Mrs. Shampa Paul will accompany him during this tour.
- He will not be allowed to stay abroad beyond the sanctioned period.
- He will inform the concerned authority immediately after his return to the country.

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


(Mohammad Nasim Ahmed)

Secretary

Dhaka South City Corporation

Phone: +8802-223383507

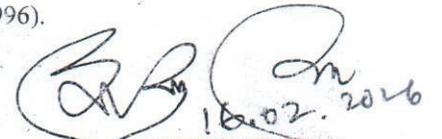
Email: secretary@dscc.gov.bd

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Copy for kind information & necessary action to (not according to the seniority):

- Secretary, Ministry of Foreign Affairs (Attn: Director General- Consular, with the request to issue necessary Note Verbale).
- H. E. Ambassador, Embassy of the People's Republic of Bangladesh, 3510 International Drive, NW, Washington, D.C. 20008, USA.
- H. E. Ambassador, Embassy of USA, Madani Avenue, Baridhara, Dhaka-1212, Bangladesh.
- Director General, Department of Immigration & Passport, Dhaka.
- Private Secretary to the Senior Secretary, Local Government Division, Bangladesh Secretariat, Dhaka.
- Private Secretary to the Honorable Administrator, Dhaka South City Corporation, Dhaka.
- Director, Hazrat Shah Jalal (R.) International Airport, Dhaka.
- Zonal Executive Officer, Zone-5, Dhaka South City Corporation,
- Immigration Officer, Hazrat Shah Jalal (R.) International Airport, Dhaka.
- Chief Accounts Officer, Dhaka South City Corporation, Dhaka.
- Staff Officer to the Chief Executive Officer, Dhaka South City Corporation, Dhaka.
- System Analyst, Dhaka South City Corporation, Dhaka (with the request to upload the Office Order in the DSCC's official website).
- Mr. Shonoy kumer Paul, Revenue Supervisor, Revenue Department, Zone-5 of Dhaka South City Corporation.
- Office copy (File No.: 46.207.000.03.01.4004.1996, Dated: 11.05.1996).


Secretary

Dhaka South City Corporation