

Dhaka Water Supply and Sewerage Authority

Office of the Managing Director

WASA Bhaban

98, Kazi Nazrul Islam Avenue, Dhaka-1215.

Website: [www.dwasa.org.bd](http://www.dwasa.org.bd)

গণপ্রজাতন্ত্রী বাংলাদেশ  
সংসদ নির্বাচন  
কমিশনের কার্যালয়  
আধিনার হাউস

Memo No.-46.113.208.00.16.249.2017- 187

Date: 19.01.2026.

From : Deputy Secretary  
Administration Division-1  
Dhaka WASA.

To : Chief Accounts Officer  
Dhaka WASA.

Subject : Sanction of Earned leave (Ex-Bangladesh leave) for 20(Twenty) days.

The undersigned is directed to convey the approval of earned leave (Ex-Bangladesh leave) of Mr. Md. Babul Hossain, Sub-Assistant Engineer, MODS Zone-5, Dhaka WASA to perform Holy Omrah in Kingdom of Saudi Arabia from 01.03.2026 to 20.03.2026 or 20(Twenty) days from the actual date of departure under the following terms and conditions.

2. Terms and conditions :
  - a) All expenses including airfare shall be borne by Mr. Md. Babul Hossain.
  - b) No part of his pay and allowance will be paid in foreign currency.
  - c) He will not be allowed to stay abroad beyond the period mentioned above.
  - d) On his return to Bangladesh, he will join to the respective Office.
3. This order is issued with the approval of the competent authority.

Sd/-

Noruzzaman Maingee  
Deputy Secretary (Admin.-1)  
Dhaka WASA.

Phone: +88 02 55012407.

Date: 19.01.2026.

Memo No.-46.113.208.00.16.249.2017- 187

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

01. Senior Secretary, Ministry of Foreign Affairs, Dhaka (with a request to issue a note verbal).
02. H.E. Ambassador, Embassy of the Kingdom of Saudi Arabia, Dhaka, Bangladesh.
03. H.E. Ambassador Embassy of the People's Republic of Bangladesh, Riyadh, Saudi Arabia.
04. Director General, Department of Immigration & Passport, Dhaka.
05. Deputy Managing Director (Human Resource & Admin./O&M/RP&D/Finance), Dhaka WASA.
06. Chief Engineer, Dhaka WASA.
07. Additional Chief Engineer (RP&D), Dhaka WASA.
07. Director, Hazrat Shahjalal International Airport, Dhaka.
08. Superintending Engineer, MODS Circle- 1/ 2, Dhaka WASA.
09. Chief Training Officer, Dhaka WASA.
10. Deputy Secretary (.....), Dhaka WASA.
11. Executive Engineer, MODS Zone-5, Dhaka WASA.
12. System Analyst (M.I.S & Billing). Dhaka WASA (with request to upload to the Dhaka WASA website).
13. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka, Bangladesh.
14. Mr. Md. Babul Hossain, Sub-Assistant Engineer, MODS Zone-5, Dhaka WASA.
15. P. A. to Managing Director, Dhaka WASA (for kind information to the Managing Director).
16. Record keeper/PIMS Cell, Administration Division-1, Dhaka WASA.
17. Office Copy.

  
19.01.26  
Deputy Secretary (Admin.-1)  
Dhaka WASA.