

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

গণপ্রজাতন্ত্রী
সংসদ নির্বাচন
দেশের চারি
আধার হতে

Memo No.- 46.113.208.00.16.6279.2011- **338**

Date: **05.02.2026**.

From : Deputy Secretary
Administration Division-1
Dhaka WASA.

To : Chief Accounts Officer
Dhaka WASA.

Subject : Sanction of Recreation leave (Ex-Bangladesh leave) for 15(Fifteen) days.

The undersigned is directed to convey the approval of Ex-Bangladesh leave as recreation leave of Mr. Md. Mosabberul Alam, Sub-Assistant Engineer, FM Division-1, Dhaka WASA to perform Holy Omrah in Kingdom of Saudi Arabia from 24 March 2026 to 07 April 2026 or 15(Fifteen) days from the actual date of departure under the following terms and conditions.

2. Terms and conditions :

- All expenses including airfare shall be borne by Mr. Md. Mosabberul Alam.
- No part of his pay and allowance will be paid in foreign currency.
- He will not be allowed to stay abroad beyond the period mentioned above.
- 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: **05.02.2026**.

Memo No.-46.113.208.00.16.6279.2011- **338**

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

- Senior Secretary, Ministry of Foreign Affairs, Dhaka (with a request to issue a note verbal)
- H.E. Ambassador, Embassy of the Kingdom of Saudi Arabia, Dhaka, Bangladesh.
- ~~H.E. Ambassador Embassy of the People's Republic of Bangladesh, Riyadh, Saudi Arabia.~~
- Director General, Department of Immigration & Passport, Dhaka.
- Deputy Managing Director (Human Resource & Admin./O&M/RP&D/Finance), Dhaka WASA.
- Chief Engineer, Dhaka WASA.
- Director, Hazrat Shahjalal International Airport, Dhaka.
- Superintending Engineer, RPE&M Circle, Dhaka WASA.
- Senior System Analyst (GIS / MIS), Dhaka WASA.
- Executive Engineer, FM Division-1, Dhaka WASA.
- Deputy Secretary (.....), Dhaka WASA.
- System Analyst (M.I.S & Billing). Dhaka WASA (with request to upload to the Dhaka WASA website).
- Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
- Mr. Md. Mosabberul Alam, Sub-Assistant Engineer, FM Division-1, Dhaka WASA.
- P. A. to Managing Director, Dhaka WASA (for kind information to the Managing Director).
- Record keeper/PIMS Cell, Administration Division-1, Dhaka WASA.
- Office Copy.


05.02.26
Deputy Secretary (Admin.-1)
Dhaka WASA.