

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

Memo No.-46.113.208.00.13.2022- ২৫০

Date: 01.04.2026.

From : Secretary
Dhaka WASA.

To : Chief Accounts Officer
Dhaka WASA.

Subject : Sanction of Ex-Bangladesh leave for 10(Ten) days.

The undersigned is directed to convey the approval of Ex-Bangladesh leave of Mr. Mohammed Mobarak Hussain, Plant Manager (Contractual), Saidabad Water Treatment Phase-2 (O&M) Division, Dhaka WASA for his medical treatment in India from 28 March to 06 April 2026 or 10(Ten) 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. Mohammed Mobarak Hussain.
- 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/-

S M Jahangir Hossan
Secretary
Dhaka WASA.

Phone: +88 02 55012409.

Date: 01.04.2026.

Memo No.- 46.113.208.00.13.2022- ২৫০

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

- Senior Secretary, Ministry of Foreign Affairs, Dhaka.
- H.E. High Commissioner, Indian High Commission, Dhaka, Bangladesh.
- H.E. High Commissioner, Bangladesh High Commission, New Delhi, India.
- Director General, Department of Immigration & Passport, Dhaka.
- Deputy Managing Director (Human Resource & Admin./O&M/RP&D/Finance), Dhaka WASA.
- Chief Engineer, Dhaka WASA.
- Additional Chief Engineer (RP&D), Dhaka WASA.
- Director, Hazrat Shahjalal International Airport, Dhaka.
- Superintending Engineer, Water and Sewerage Treatment Plant Circle, Dhaka WASA.
- Senior System Analyst (MIS / GIS), Dhaka WASA.
- Deputy Secretary (.....), Dhaka WASA.
- System Analyst (M.I.S & Billing). Dhaka WASA (with request to take necessary measures related to d-document on digital platform and upload to the Dhaka WASA website).
- Immigration Officer, Hazrat Shahjalal International Airport, Dhaka / Duty Officer, Cantonment Railway Station, Tejgaon, Dhaka /Duty Officer, Benapole Check post, Horidaspur, Jessore / Duty Officer, Gede Check post, Darshana, Chuadanga / Duty Officer, Darshana Railway, Banglabandha, Tetulia, Panchagar, Bangladesh.
- Mr. Mohammed Mobarak Hussain, Plant Manager, Saidabad Water Treatment Phase-2 (O&M) Division, 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.

01.04.2026
Secretary
Dhaka WASA.