ইনভেস্টমেন্ট কর্পোরেশন অব বাংলাদেশ
INVESTMENT CORPORATION OF BANGLADESH
৮, রাজউক এভিনিউ (লেভেল ১৪-২১), ঢাকা, বাংলাদেশ, পিএবিএক্স ঃ ০২-২২৩৩৮৩৪৯৫ (অটো হান্টিং), ০৯৬৬৬৭৭৭৭৭৮, (এক্স-১৪২৪), ফ্যাক্স ঃ ৮৮-০২-২২৩৩৮৩৩১৩
8, RAJUK AVENUE (LEVEL 14-21), DHAKA, BANGLADESH, PABX : 02-223383495 (AUTO HUNTING), 09666777778 (Ext-1424), FAX : 88-02-223383313, E-mail : info@icb.gov.bd

Human Resource Management Department

No: 53.13.0000.009.08.001.26.867

Date: 12 October 2026

Mr. Md. Mynul Hasan
Officer
ID No. 20130034
Barishal Branch
Investment Corporation of Bangladesh (ICB)
Barishal.

Subject: Administrative approval for ex-Bangladesh leave.

Dear Colleague,

The undersigned is directed to convey the administrative approval of Investment Corporation of Bangladesh in favour of you to perform holy Umrah Hajj in Saudi Arabia for 16 (Sixteen) days from 18 October 2026 to 02 November 2026 (including travel time) under the terms and conditions described below:

a) You will bear all expenses related to visit. No expenditure will be borne by the Corporation;
b) Your wife Jabin will accompany you during this visit;
c) You will draw your pay and allowances in local currency;
d) Your travelling time will be treated as ex-Bangladesh leave; and
e) You will not be allowed to stay abroad more than the stipulated period.

2. This order has been issued with the approval of appropriate authority.

Thanking you,

Sd/-
(**Md. Maruf Billah**)
Assistant General Manager
Phone: 02-41054601
E-mail: agm_hr@icb.gov.bd

Copy for kind information and necessary action (not in order of seniority):

1. Director-General, Immigration & Passport, E-7, Agargaon Shere-E-Bangla Nagar, Dhaka-1207.
2. Director, Hazrat Shah Jalal International Airport, Kurmitola, Airport - Dakshinkhan Rd, Dhaka-1229.
3. Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka, Bangladesh.
4. Assistant General Manager, ICB, Barishal Branch, Barishal.
5. Senior System Analyst, Programming Department, ICB, Head office, Dhaka (with request to publish this order on ICB Website)
6. Office Copy.

Assistant General Manager