

Government of the people's Republic of Bangladesh
Ministry of Posts, Telecommunications & Information Technology
Information and Communication Technology Division
ICT Tower, Agargaon, Dhaka
Administration Section
www.ictd.gov.bd

No. 56.00.0000.036.31.042.17-1398

Date: 30.12.2025

Notification

Ms. Shakila Binta Matin (Passport No: E00053591), Assistant Controller (Senior Assistant Secretary), Office of the Controller of Certifying Authorities (CCA), ICT Division, Dhaka has been granted earned leave (ex-Bangladesh) for better treatment of her child in India for a period of 15 days starting from 06.01.2026 to 20.01.2026 or from the date of commencement of leave. This leave has been granted under the following terms and conditions:

- (a) She will draw her pay and allowances in local currency. No part of it should be drawn in foreign currency;
- (b) All related expenses of the travel will be borne by herself;
- (c) She will not be allowed to stay abroad more than the approved period;
- (d) The provision of Rule 34 of Appendix VIII of BSR (Part-1) is applicable for this approval;
- (e) Ms. Shakila Binta Matin's spouse Mr. Hossain Mohammad Hye Joki (Passport No: E00262721) and daughter Natasha Nawal Hossain (Passport No: A09393740) will accompany him during this travel.

By order of the President


Abdullah Al Mamun
Deputy Secretary
Phone: +88-02-41024026 (off.)
E-mail: admin.sec@ictd.gov.bd

30/12/2025

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Copy for Kind Information and Necessary Action (Not According to Seniority):

1. H.E. High Commissioner, The High Commission of India in Bangladesh.
2. Senior Secretary, Ministry of Public Administration, Dhaka.
3. Secretary, Information & Communication Technology Division.
4. Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
5. H.E. High Commissioner, The High Commission of Bangladesh in India (By Bag).
6. Additional Secretary (All), Information & Communication Technology Division, Agargaon, Dhaka.
7. Director General, Department of Immigration and Passports, Agargaon, Dhaka.
8. Controller, Office of the Controller of Certifying Authorities (CCA), Agargaon, Dhaka.
9. Director, Civil Aviation, Hazrat Shah Jalal International Airport, Kurmitola, Dhaka.
10. APS to Special Assistant to the Hon'ble Chief Adviser, Ministry of Posts, Telecommunication and Information Technology, Dhaka.
11. PS to Secretary, Information and Communication Technology Division, Agargaon, Dhaka.
12. Ms. Shakila Binta Matin Assistant Controller, Office of the Controller of Certifying Authorities (CCA)).
13. Chief Accounts Officer, Information and Communication Technology Division, Segunbagicha, Dhaka.
14. Senior Programmer, ICT Division (For hosting this GO in website).
15. Immigration Officer, Hazrat Shah Jalal International Airport, Kurmitola, Dhaka.


Abdullah Al Mamun
Deputy Secretary
30/12/2025