

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. 56.00.0000.000.036.31.0011.25-433

Date: 29.07.2026

Notification

Ms Suraiya Jahan (Passport No. E00263527), Deputy Secretary, Information and Communication Technology Division, Dhaka has been granted earned leave (ex-Bangladesh) for travelling to India for better treatment of her father for 15 days starting from 05.08.2026 to 19.08.2026 or from the date of commencement of leave. This leave is granted under the following terms and conditions:

- (a) She will draw her pay and allowances in local currency. No part of it shall 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.
02. Mr. Abdulla Al Mamun, spouse of Ms Suraiya Jahan and her father Mr. AKM Shahjahan Mollah will accompany her during this travel.

By order of the President


29.07.26
Swajal Molla

Senior Assistant Secretary
Phone: +88-02-41024026 (off.)
E-mail: adminsection@ictd.gov.bd

No. 56.00.0000.000.036.31.0011.25-433

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

1. Senior Secretary, Ministry of Public Administration, Dhaka.
2. Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
3. H.E. High Commissioner, The High Commission of India in Bangladesh..
4. H.E. High Commissioner, The High Commission of Bangladesh in India (By Bag/Fax).
5. Additional Secretary (All), Information & Communication Technology Division, Agargaon, Dhaka.
6. Director General, Department of Immigration & passports, Agargaon, Dhaka.
7. Director, Civil Aviation, Hazrat Shah Jalal International Airport, Kurmitola, Dhaka.
8. Ms Suraiya Jahan, Deputy Secretary, Information and Communication Technology Division.
9. Deputy Director, Bangladesh Forms & Publications, Tejgaon, Dhaka.
10. PS to Minister, Ministry of Posts, Telecommunications and Information Technology.
11. PS to Secretary, Information and Communication Technology Division, Agargaon, Dhaka.
12. Chief Accounts Officer, Information and Communication Technology Division, Segunbagicha, Dhaka.
13. Programmer, ICT Division, Agargaon, Dhaka (For hosting this Notification on website).
14. Immigration Officer, Hazrat Shah Jalal International Airport, Kurmitola, Dhaka.


29.07.26
Swajal Molla
Senior Assistant Secretary