Jiban Bima Corporation

Head Office, 24 motijheel, C/A Dhaka-1000.
www.jbc.gov.bd, email: info@jbc.gov.bd

Ref. No: 53.19.0000.002.25.031.26- 2743

Date: 08.11.2026

Subject: Ex-Bangladesh study leave.

In response to an application submitted on 25 October 2026 by Atikur Rahman (ID: 5/604, 40075046; Passport No: A00373503), Deputy Manager of the Technical Affairs Division at the Head Office of Jiban Bima Corporation, Dhaka, it is hereby informed that the authority has granted him one (01) year of study leave on half-average pay, subject to the following conditions:

(a)	He shall pursue a 'Master of Science in Actuarial Science' program at the Asia Pacific University (APU) in Malaysia and shall bear all associated expenses himself; neither the Government of Bangladesh nor Jiban Bima Corporation shall incur any costs in this regard.
(b)	The approved period, from 29 November 2026 to 28 November 2027, shall be treated as 'study leave abroad' (on half-average pay).
(c)	During his period of study abroad, he shall not apply for permanent residency or citizenship.
(d)	The provisions of Rule 34, Appendix 8 of BSR Part-1, and all conditions stipulated under Section 24 of the 'Jiban Bima Corporation (Officers and Employees) Service Regulations, 1992' shall apply to this approval.
(e)	His stay abroad shall be considered as 'ex-Bangladesh study leave'.
(f)	Upon completion of the course, he must return to the country, rejoin his workplace, and serve for a minimum period of three (03) years.

08/11/2026

(Md. Malek Miah)
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Atikur Rahman,
Deputy Manager, (5/604,40075046)
(Passport No. A00373503)
Technical Affairs Division
Jiban Bima Corporation
Head office, Dhaka, Dhaka-1000

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

1. General Manager – Administration, Jiban Bima Corporation, Head Office, Dhaka.
2. General Manager- Accounts and Finance, Jiban Bima Corporation,Head Office, Dhaka
3. Deputy General Manager – ICT Division, Head Office, Dhaka (with a request to publish the permission letter on the Jiban Bima Corporation website).
4. Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka, Bangladesh.
5. PS to Managing Director (for the kind information of the Managing Director).
6. Personal File (5/604,40075046).

জীবন বীমা কর্পোরেশন-আইসিটি ডিভিশন
এন্ট্রি নং 2882 তারিখ: 6/22/2026
উপযুক্ত কার্যক্রম/প্রয়োজনীয় ব্যবস্থা গ্রহণ করুন/
আলোচনা প্রয়োজন।
ডিজিএম/এজিএম/এসএও/এসএও/সি. প্রোগ্রামার/ম্যানেজার

জেনারেল ম্যানেজার-আইসিটি