

Government of the People's Republic of Bangladesh  
Ministry of Local Government, Rural Development & Co-operatives  
Local Government Division  
Water Supply-1 Section  
[www.lgd.gov.bd](http://www.lgd.gov.bd)

No.46.00.0000.000.083.08.0002.25-24

Date: 14.01.2026

**Notification**

Mrs. Farhana Hossain (Passport no. E00144435), Executive Engineer (current charge), Programming and Coordination Division, Department of Public Health Engineering has been granted earned leave (ex-Bangladesh) for performing Holy Umrah in the Kingdom of Saudi Arabia from 20/01/2026 to 03/02/2026 or for 15 (fifteen) days from the date of commencement of leave. This leave is granted under the following terms and conditions.

**Terms and conditions:**

- (i) She will draw his usual pays and allowances from Bangladesh in local currency. No part of it should be drawn in foreign currency;
- (ii) She will not be allowed to stay abroad beyond the approved period;
- (iii) This ex-Bangladesh leave will be deducted from her rest and recreation leave;
- (iv) All expenses related to this visit shall be borne by herself;
- (v) After returning to the country, she will inform the concerned authorities;
- (vi) The provision of Clause 34 of Appendix VIII of Rule 234 of BSR (Part-1) is applicable for this approval.

02. This order is issued with approval of the competent authority.

By order of the President,

Muhammad Nazrul Islam

Deputy Secretary

Phone: 02-9511603

Email: [lgwsl@lgd.gov.bd](mailto:lgwsl@lgd.gov.bd)

No.46.00.0000.000.083.08.0002.25-24/1(15)

Date: 14.01.2026

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

1. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
2. Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
3. H.E. Ambassador, Embassy of the Kingdom of Saudi Arabia, Dhaka, Bangladesh.
4. H.E. Ambassador, Embassy of the People's Republic of Bangladesh, Riyadh, Kingdom of Saudi Arabia.
5. Additional Secretary (Water Supply Wing), Local Government Division, Bangladesh Secretariat, Dhaka.
6. Director General, Department of Immigration & Passports, Dhaka.
7. Chief Engineer (Routine duties), Department of Public Health Engineering, Dhaka.
8. Director, Hazrat Shah Jalal International Airport, Dhaka.
9. PS to Hon'ble Advisor, Ministry of Local Government, Rural Development & Co-operatives.
10. PS to Secretary, Local Government Division, Bangladesh Secretariat, Dhaka.
11. Chief Accounts & Finance Officer, Local Government Division, Segunbagicha, Dhaka.
12. System Analyst, Local Government Division (with request to Upload in website).
13. Mrs. Farhana Hossain, Executive Engineer (current charge), Programming and Coordination Division, DPHE, Dhaka.
14. Accounts Officer, Local Government Division, Bangladesh Secretariat, Dhaka.
15. Office Copy.

Muhammad Nazrul Islam  
Deputy Secretary