

Government of the People's Republic of Bangladesh
Ministry of Local Government, Rural Development and Co-Operatives
Local Government Division
Water Supply-2 Section
www.lgd.gov.bd

Memo No. 46.00.0000.085.25.212.2025-29

Dated: 15 January 2026

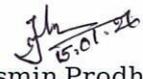
To: Chief Accounts & Finance Officer
Local Government Division
Ministry of L.G.R.D & Co-operatives

Sub: Government's sanction for Ex-Bangladesh leave.

The undersigned is directed to convey the sanction of earned leave (Ex-Bangladesh) by the Government of the People's Republic of Bangladesh in favour of Ms. Sadia Afrin Beauty, Microbiologist, Saidabad Water Treatment Plant-1 (Quality Control Unit), Dhaka WASA (Passport No. E00151800) to perform Holy Hajj in the Kingdom of Saudi Arabia from 10.05.2026 to 13.06.2026 or 45 (Forty five) days from the date of departure under the following terms and conditions:

Terms & Conditions:

- (a) All expenses in this connection will be borne by herself.
 - (b) She will not be allowed to stay abroad beyond the approved period.
 - (c) The provision of Rule 34 of Appendix-8 of BSR (Part-1) is applicable for this approval.
 - (d) She will draw his pay and allowances in local currency. No part of it shall be drawn in foreign currency.
 - (e) The ex-Bangladesh leave will be deducted from her earned leave.
2. This order is issued with the approval of the competent authority.


Jasmin Prodhan
Senior Assistant Secretary
Phone: 55100370
lgws2@lgd.gov.bd

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1. Senior Secretary, Ministry of Foreign Affairs, Dhaka (with a request to issue a note verbale)
2. H.E. Ambassador, Embassy of the Kingdom of Saudi Arabia, Dhaka, Bangladesh
3. H.E. Ambassador, Embassy of the People's Republic of Bangladesh, Riyadh, Saudi Arabia
4. Director General, Department of Immigration and Passport, Dhaka
5. Additional Secretary (Admin/Water Supply), Local Government Division
6. Managing Director, Dhaka WASA
7. Director, Hazrat Shahjalal International Airport, Dhaka
8. PS to Secretary, Local Government Division
9. System Analyst, Local Government Division (with request to upload in the website)
10. Ms. Sadia Afrin Beauty, Microbiologist, Saidabad Water Treatment Plant-1 (Quality Control Unit), Dhaka WASA


Jasmin Prodhan
Senior Assistant Secretary