

**Government of the People's Republic of Bangladesh**  
Ministry of Local Government, Rural Development & Cooperatives  
**Local Government Division**  
Zilla Parishad Section  
www.lgd.gov.bd

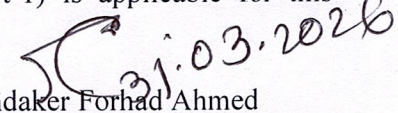
No: 46.00.0000.042.08.015.19.491

Date : 31 March 2026

**Notification**

The undersigned is directed to convey that Mr. Zuton Chanda (Id No. 16759 & Passport No. E00123008), Executive Officer (on deputation), Zilla Parishad, Munshiganj has been granted earned leave (ex-Bangladesh) for his wife's medical treatment in Thailand from 01 April 2026 to 19 April 2026 or nearest 19 (Nineteen) days starting from the date of commencement of leave. This leave is granted under the following terms and conditions:

- a. He will draw his pay and allowances in local currency. No part of it should be drawn in foreign currency;
- b. All related expenses of the visit will be borne by himself;
- c. He will not be allowed to stay abroad more than the approved period;
- d. His wife Mrs. Ratna Rani Sen (Passport No. E00110449) will accompany him during the travel; and
- e. The provision of Rule 34 of Appendix VIII of BSR (Part-1) is applicable for this approval.

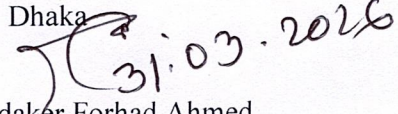
  
31.03.2026  
Khondaker Forhad Ahmed  
Deputy Secretary  
Phone: +880222335568  
Email: lgzp@lgd.gov.bd

No: 46.00.0000.042.08.015.19.491/1(17)

Date : 31 March 2026

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

1. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka;
2. Foreign Secretary, Ministry of Foreign Affairs, Segun Bagicha, Dhaka;
3. Senior Secretary, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka;
4. H.E. High Commissioner, High Commission of Thailand in Dhaka, Bangladesh;
5. H.E. High Commissioner, High Commission of the People's Republic of Bangladesh, Thailand;
6. Additional Secretary (Admin Wing), Local Government Division, Bangladesh Secretariat, Dhaka;
7. Divisional Commissioner, Dhaka;
8. Joint Secretary (Admin Branch), Local Government Division, Bangladesh Secretariat, Dhaka;
9. Administrator, Zilla Parishad, Munshiganj;
10. PS to Honourable Minister, Ministry of Local Government, Rural Development & Cooperatives, Bangladesh Secretariat, Dhaka;
11. PS to Honourable Minister of State, Ministry of Local Government, Rural Development & Cooperatives, Bangladesh Secretariat, Dhaka;
12. Chief Executive Officer (On deputation), Zilla Parishad, Munshiganj;
13. PS to the Secretary, Local Government Division, Bangladesh Secretariat, Dhaka;
14. Divisional Controller of Accounts (DCA), Dhaka Division;
15. Mr. Zuton Chanda, Executive Officer (on deputation), Zilla Parishad, Munshiganj;
16. Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka;
17. Immigration officer, ....., Bangladesh;
18. System Analyst, Local Government Division, Bangladesh Secretariat, Dhaka  
(with request to upload in LGD website).

  
31.03.2026  
Khondaker Forhad Ahmed  
Deputy Secretary