

বিশেষ সংস্থা জড়িত থাকায় ইংরেজিতে লেখা
Government of the People's Republic of Bangladesh
Ministry of Local Government, Rural Development & Co-operatives
Local Government Division
City Corporation-2 Section
Bangladesh Secretariat, Dhaka
www.lgd.gov.bd

Number: 46.00.0000.071.25.024.17(Part-1)-53

Date: 22 February 2026

Office Order

The undersigned is directed to convey the sanction of earned leave (ex-Bangladesh) of the Government of the People's Republic of Bangladesh in favour of Meher Unnisa Khanam (Passport No.B00505559), Principal (Acting), Patenga City Corporation Women College, Chattogram City Corporation for visiting Kingdom of Saudi Arabia to perform Holy Hajj from 12 May 2026 to 30 June 2026 or for 50 (fifty) days from the date of commencement of leave under the following terms and conditions mentioned in the paragraph no-2:

2. Terms & Conditions:

- a) She will draw her usual pay and allowances from Bangladesh in local currency.
No part of it should be drawn in foreign currency;
- b) All the expenses related to this visit shall be borne by Meher Unnisa Khanam;
- c) Her husband Md. Shahidul Islam (Passport No.A20757859) will accompany her during this tour;
- d) She will not be allowed to stay abroad beyond mentioned period & inform the government as soon as she returns to the country.

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

Mh
22/2/2026

Mahbuba Ireen
Joint Secretary

Phone: +8802-55100409
E-mail: lgcc2@lgd.gov.bd

Number: 46.00.0000.071.25.024.17(Part1)-53/1(14)

Date: 22 February 2026

Copy for kind information & necessary action to (Not in order of seniority):

1. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Dhaka (with the request to issue necessary note verbale);
2. H.E. Ambassador. Royal Embassy Kingdom of Saudi Arabia, Chancery: House #5, Road #83, Gulshan#2, Dhaka
3. H.E. Ambassador, Embassy of the People's Republic of Bangladesh, Daren Street, Diplomatic Quarter, Riyadh, Saudi Arabia.
4. Additional Secretary (Urban Development Wing), Local Government Division, Bangladesh Secretariat;
5. Joint Secretary (Urban Development-1), Local Government Division, Bangladesh Secretariat, Dhaka;
6. Chief Executive Officer, Chattogram City Corporation, Chattogram;
7. Director General, Department of Immigration & Passport, Dhaka;
8. Executive Director, Hazrat Shah Jalal (R) International Airport, Dhaka;
9. Private Secretary to the Secretary, Local Government Division, Dhaka;
10. Chief Accounts Officer, Chattogram City Corporation;
11. System Analyst, Local Government Division (with the request to upload the G.O. in the LGD's official website).
12. Meher Unnisa Khanam, Principal (Acting), Patenga City Corporation Women College, Chattogram City Corporation;
13. Immigration Officer,Land Port, Bangladesh.
14. Office Copy/ Master Copy

Mh
22/2/2026

Mahbuba Ireen
Joint Secretary