



The People's Republic of Bangladesh
Ministry of Shipping
Bangladesh Marine Academy, Sylhet
Cadet Order and Security Branch
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Reminder Letter
Limited Secret

Record Number: 18.23.9162.000.009.32.0004.25.31

Date: 22/04/2025

Subject: **CADET DAILY ROUTINE (SUMMER)**

WORKING DAY

TIME	ROUTINE	REMARKS
0445	Reveille & makeup bed.	-
0455	Out pipe for Fazr prayer.	OOD/AOOD to supervise.
0500	Fazr prayer.	
0540	Out pipe for PT.	
0545	PT commences.	
0625	Secure PT.	
0700	Breakfast.	-
0715	Out pipe for parade.	
0720	Parade commences.	
0800	Colors.	Duty Top cadets to conduct.
0805	Secure parade.	
0815-1025	Instructional class commences.	
1030-1045	Tea break/Sick report	-
1045	Out pipe for Instructional class.	
1100-1315	Instructional class.	-
1320	Lunch.	
1340	Out pipe for Zuhr prayer.	OOD/AOOD to supervise.
1345	Zuhr prayer.	
1400	Out pipe for Sessional class	-
1415-1600	Sessional class.	-
1605	Tea break.	
1630	Out pipe for Asar prayer.	OOD/AOOD to supervise.
1640	Asar prayer.	
1655	Out pipe for games.	-
1700	Games.	-
1800	Secure games.	
-	Sunset.	
1820	Out pipe for Maghrib prayer.	Duty Top cadets to conduct. To be updated accordingly.
1825	Maghrib prayer.	
1845	Out pipe for prep.	OOD/AOOD to supervise.
1850	Prep commences.	
2015	Secure prep.	
2020	Dinner.	
2040	Out pipe for Esha Prayer.	
2045	Esha prayer.	
2100	Preparation for night round.	
2130	Night Round.	
2200	Lights off.	OOD/AOOD to supervise.

FRIDAY

TIME	ROUTINE	REMARKS
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0445	Reveille & makeup bed.	-
0555	Out pipe for Fazr prayer.	OOD/AOOD to supervise.
0500	Fazr prayer	
0730	Breakfast.	
0745	Out pipe for Prep.	-
0800	Prep commences.	
0800	Colors	Duty Top cadets to conduct
1015	Secure prep.	-
1030	Tea break.	
1045	Out pipe for clean ship.	
1100	Clean ship commences.	
1200	Secure clean ship.	
1220	Out pipe for Jummah prayer.	OOD/AOOD to supervise.
1345	Lunch.	
1430	Co-curricular activities.	
1605	Tea break.	
1630	Out pipe for Asar prayer.	OOD/AOOD to supervise.
1640	Asar prayer.	
1655	Out pipe for games.	-
1700	Games.	-
1800	Secure games.	Duty Top cadets to conduct. To be updated accordingly.
-	Sunset.	
1825	Out pipe for Maghrib prayer	
1830	Maghrib prayer.	
1845	Out pipe for prep.	
1850	Prep commences.	OOD/AOOD to supervise.
2015	Secure prep.	
2020	Dinner.	
2040	Out pipe for Esha Prayer.	
2045	Esha prayer.	
2100	Preparation for night round.	-
2130	Night Round.	OOD/AOOD to supervise.
2200	Lights off.	

SATURDAY/HOLIDAY

TIME	ROUTINE	REMARKS
0445	Reveille & makeup bed.	-
0555	Out pipe for Fazr prayer.	OOD/AOOD to supervise.
0500	Fazr prayer	
0730	Breakfast.	
0745	Out pipe for Prep.	-
0800	Prep commences.	
0800	Colors	Duty Top cadets to conduct
1015	Secure prep.	-
1030	Tea break.	
1045	Out pipe for clean ship.	
1100	Clean ship commences.	
1200	Secure clean ship.	
1320	Lunch.	OOD/AOOD to supervise.
1340	Out pipe for Zuhr prayer.	
1345	Zuhr prayer.	
1430	Co-curricular activities.	
1605	Tea break.	
1630	Out pipe for Asar prayer.	OOD/AOOD to supervise.
1640	Asar prayer.	
1655	Out pipe for games.	-
1700	Games.	-
1800	Secure games.	
-	Sunset.	

		Duty Top cadets to conduct. To be updated accordingly.
1825	Out pipe for Maghrib prayer	
1830	Maghrib prayer.	
1845	Out pipe for prep.	
1850	Prep commences.	
2015	Secure prep.	
2020	Dinner.	
2040	Out pipe for Esha Prayer.	
2045	Esha prayer.	
2100	Preparation for night round.	
2130	Night Round.	
2200	Lights off.	
		OOD/AOOD to supervise.

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22-04-2025

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Commandant

Distribution (Not in the order of seniority):

1. Head of Naval Education, Department of Naval Education, Bangladesh Marine Academy, Sylhet;
2. Chief Engineer, Department of Engineering Education, Bangladesh Marine Academy, Sylhet and
3. Chief Education Officer, Department of Education, Bangladesh Marine Academy, Sylhet.

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Copy for Kind Information and Necessary Action (Not in the order of seniority):

1. Administrative Officer (Additional Responsibility), Administrative department, Bangladesh Marine Academy, Sylhet.



Atik Ahmed Khan

22-04-2025

Atik Ahmed Khan

Adjutant