

**Government of the People's Republic of Bangladesh**

Ministry of Agriculture

Research-2 Section

[www.moa.gov.bd](http://www.moa.gov.bd)

No: 12.00.0000.064.08.003.22.217

Date: 16 September, 2025

**Office order**

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh to visit USA for 10 (ten) days of earned leave (ex-Bangladesh) in favour of Md. Rezaul Amin (passport-B00741753), Executive Director (routine duties), Cotton Development Board, Dhaka from the date of commencement of leave excluding travel time. This leave is granted for his daughter's admission to grade 12 in Calvert Academy (USA) under the following terms and conditions:

- a. He will draw his pay and allowances in local currency; no part of it shall be drawn in foreign currency;
- b. All related expenses of the trip will be borne by him and his relatives, the Government of Bangladesh will bear no expenditure;
- c. He would not stay abroad more than the approved period and will inform the Ministry after his return; and
- d. The provision of Rule 34 of Appendix VII of BSR (part-1) will be applicable for this approval;
- e. Md. Rezaul Amin's (wife-Mahfuja Akhter, passport-EJ0283056 & daughter-Dania Binte Amin, passport-EJ0283417) will accompany him during this travel.

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

Sd/-

(Tahamina Sultana)

Deputy Secretary

Phone: 55100603

E-mail: [dsresearch2@moa.gov.bd](mailto:dsresearch2@moa.gov.bd)

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**Copy forwarded for kind information and necessary action (not in line with seniority):**

01. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka/Principal Secretary, Chief Adviser's Office, Tejgaon, Dhaka.
02. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
03. Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
04. Secretary, Security Services Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
05. Director General, Department of Immigration and Passport, Agargaon, Dhaka.
06. Director General (Consular & Welfare Wing), Ministry of Foreign Affairs, Segunbagicha, Dhaka.
07. Executive Director, Cotton Development Board, Dhaka.
08. Director, Hazrat Shah Jalal (R) International Airport, Dhaka, Bangladesh.
09. Deputy Secretary (Admin-3), Ministry of Agriculture, Bangladesh Secretariat, Dhaka.
10. P.S to the Adviser, Ministry of Agriculture, Bangladesh Secretariat, Dhaka.
11. P.S to the Secretary, Ministry of Agriculture, Bangladesh Secretariat, Dhaka.
12. Md. Rezaul Amin, Executive Director (routine duties), Cotton Development Board, Dhaka.
13. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
14. System Analyst, ICT Cell, Ministry of Agriculture, Bangladesh Secretariat, Dhaka.  
(For uploading on the MoA website).
15. PO to Additional Secretary (Research Wing), Ministry of Agriculture, Bangladesh Secretariat, Dhaka.
16. PO to Joint Secretary (Research), Ministry of Agriculture, Bangladesh Secretariat, Dhaka.

Sultana  
16.09.2025

(Tahamina Sultana)

Deputy Secretary