Government of the People's Republic of Bangladesh
Ministry of Cultural Affairs
Section-6
Bangladesh Secretariat, Dhaka.
www.moca.gov.bd

Memo No. 43.00.0000.114.013.126.18 • 541 Date: 04 November 2026

Government Order

The undersigned is directed to convey the government's approval of ex-Bangladesh leave in favor of Mrs. Asma Ferdousi (Passport No. E00177282), Keeper, Bangladesh National Museum, Dhaka for travelling to Malaysia from 07-11-2026 to 24-11-2026, 18 (Eighteen) days

02. **Terms and conditions:**

a) All expenses in this regard will be borne by herself. There will be no financial involvement of the Government of Bangladesh in this visit;
(b) The visit will be treated as ex-Bangladesh leave (personal) which will be deducted from her earned leave;
(c) The incumbent shall draw her pay and allowances for the time stipulated in local currency and no part of it should be drawn in foreign currency;
(d) She will not be allowed to stay abroad more than the approved period;
(e) The provision of Rule 34 of Appendix viii of BSR (Part-1) is applicable for this approval.

03. The order is issued and circulated with the approval of the authority concerned.

S+:
(Md. Khalid Hossain)
Deputy Secretary
Phone: 55101114
E-mail: ds.section6@moca.gov.bd

Memo No. 43.00.0000.114.013.126.18 • 541 Date: 04 November 2026

Copy for kind information and necessary action to (not in line with the seniority):

01. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Segunbagicha, Dhaka.
02. High Commissioner, High Commission of Malaysia, House-19, Road-6, Baridhara Diplomatic Area, Dhaka.
03. High Commissioner, High Commission of the people's Republic of Bangladesh, Malaysia.
04. Director General, Consular and Welfare Wing, Ministry of Foreign Affairs, Dhaka.
05. Director General, Department of Immigration and Passport, Sher-e-Bangla Nagar, Dhaka.
06. Director General, Bangladesh National Museum, Shahbagh, Dhaka.
07. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
08. PS to Minister, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka. (For kind information of the Minister).
09. PS to State Minister, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka. (For kind information of the State Minister).
10. PS to Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka. (For kind

information of the Secretary).

11. Chief Accounts and Finance Officer, Ministry of Cultural Affairs, Segunbagicha, Dhaka.
12. System Analyst, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
13. Programmer, Ministry of Cultural Affairs, Dhaka (with request to display in MoCA Website).
14. Mrs. Asma Ferdousi, Keeper, Bangladesh National Museum, Dhaka.
15. Accounts Officer, Bangladesh National Museum, Shahbagh, Dhaka.
16. Master Copy/Office Copy.

07.11.26

(Md. Khalid Hossain)
Deputy Secretary