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

No: 43.00.0000.116.08.0012.25 (Part-2). 372 Date: 29 October 2026

Notification

The undersigned is directed to accord the administrative approval of ex-Bangladesh leave in favor of Abu Saleh Md. Abdullah, Cultural Officer (admin), Bangladesh Shilpakala Academy, Segunbagicha, Dhaka For participation in the "SAARC Literature Festival-2026," to be held in Delhi, India, by the Foundation of SAARC Writers and Literature (FOSWAL) 14-23 November 2026 or 10 (Ten) days from the date of commencement of the leave.

02. The approval is accorded in line with the terms and conditions placed hereinafter:

(a) All expenses in this regard will be borne by himself. 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 his earned leave;
(c) The incumbent shall draw his pay and allowances for the time stipulated in local currency and no part of it should be drawn in foreign currency;
(d) Overstay will not be permitted;
(e) After returning he will submit a joining report to his authority;
(f) The provision of Rule 34 of Appendix Vlll of BSR (Part-1) is applicable for this approval.

29.10.2026

(Azam Uddin Talukder)
Senior Assistant Secretary
55100668
sas7@moca.gov.bd

No: 43.00.0000.116.08.0012.25 (Part-2). 372 Date: 29 October 2026

Copy forwarded for kind information and necessary action (not in order of seniority) to:

1. Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
2. H.E. High Commissioner, High Commission of India, Dhaka, Bangladesh, House No-1-3, Park Road, Baridhara, Dhaka.
3. H. E. High Commissioner, High Commission of Bangladesh, New Delhi, India, EP 39, Dr. S. Radhakrishnann Marg, Chanakyapuri, New Delhi, Delhi-110021, India.
4. Director General, Department of Immigration and passport, Dhaka.
5. Director General, Consular and Welfare Wing, Ministry of Foreign Affairs, Dhaka (With a request to issue Note Verbal in favour of Abu Saleh Md. Abdullah).
6. Director General, Bangladesh Shilpakala Academy, Segunbagicha, Dhaka.
7. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
8. PS to Minister, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.

9. PS to State Minister, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
10. PS to Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
11. Chief Accounts and Finance Officer, Ministry of Cultural Affairs, 3rd Phase, Segunbagicha, Dhaka.
12. System Analyst, Ministry of Cultural Affairs, Dhaka (With request to upload the order in the website of MOCA).
13. Officer in-charge (Immigration), Hazrat Shahjalal International Airport, Dhaka.
14. Mr. Abu Saleh Md. Abdullah, Cultural Officer (admin), Bangladesh Shilpakala Academy, Segunbagicha, Dhaka.
15. Office copy.

29.10.2024

(Azam Uddin Talukder)
Senior Assistant Secretary