

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).210

Date: 02 July 2026

Notification

The undersigned is directed to accord the administrative approval of ex-Bangladesh leave in favor of Kamrun Nahar, Course Co-ordinator (Current Responsibilities) Bangladesh Shilpakala Academy, Segunbagicha, Dhaka for her medical treatment in Kajang Specialist Hospital, Malaysia and thereafter to visit Singapore and South Africa from 08 July-01 August 2026 or for 25 (Twenty five) 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 herself. There will be no financial involvement of the Government of Bangladesh in this visit;
- (b) The visit shall be treated as ex-Bangladesh leave (personal) which will be deducted from her earned leave;
- (c) The incumbent shall draw her pay and allowances in local currency only and no part thereof shall be drawn in foreign currency;
- (d) Overstay will not be permitted;
- (e) After returning she will submit a joining report to her competent authority;
- (f) The provision of Rule 34 of Appendix VIII of BSR (Part-1) is applicable for this approval.


(Farjana Jesmin)
Deputy Secretary
Phone: +88-02-55100290
E-mail: sas7@moca.gov.bd

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

1. Foreign Secretary, Ministry of Foreign Affairs, Dhaka.
2. H.E. High Commissioner, High Commission of Malaysia, House-19, Road-6, Baridhara Diplomatic Area, Dhaka.
3. H.E. High Commissioner, High Commission of the peoples Republic of Bangladesh, Malaysia.
4. H.E. High Commissioner, High Commission of Singapore, Ventura Avenue, 5th floor, 8/b, Gulshan Avenue (Biruttam Mir Showkat sharak), Dhaka.

5. H.E. High Commissioner, High Commission of the peoples Republic of Bangladesh, Singapore.
6. H.E. High Commissioner, High Commission of the People's Republic of Bangladesh, Pretoria, South Africa.
7. Director General, Department of Immigration and passport, Dhaka.
8. Director General, Consular and Welfare Wing, Ministry of Foreign Affairs, Dhaka (With a request to issue Note Verbal in favour of Kamrun Nahar).
9. Director General, Bangladesh Shilpakala Academy, Segunbagicha, Dhaka.
10. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
11. PS to Minister, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
12. PS to State Minister, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
13. Chief Accounts and Finance Officer, Ministry of Cultural Affairs, 3rd Phase, Segunbagicha, Dhaka.
14. PS to Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
15. System Analyst, Ministry of Cultural Affairs, Dhaka (With request to upload the order in the website of MOCA).
16. Officer in-charge (Immigration), Hazrat Shahjalal International Airport, Dhaka
17. Begum Kamrun Nahar, Course Co-ordinator (Current Responsibilities), Bangladesh Shilpakala Academy, Segunbagicha, Dhaka.
18. Office copy.


(Farjana Jesmin) 02.07.26
Deputy Secretary