

Government of the People's Republic of Bangladesh  
Ministry of Home Affairs  
Admin Section-1  
[www.moha.gov.bd](http://www.moha.gov.bd)

No: 44.00.0000.000.019.01.0026.25-94

Date: 25.01.2026

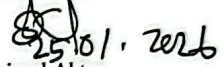
**Notification**

Mrs. Farida Khanom (15970), Deputy Secretary bearing passport no: BG0027391, Ministry of Home Affairs has been granted ex-Bangladesh leave (earned leave) to visit Saudi Arabia for performing Umrah for 15 (Fifteen) days starting from 15.02.2026 to 01.03.2026 or from the date of commencement of leave. This leave is granted under the following terms and conditions:

- e) All expenses in relation to this visit will be borne by herself. There is no financial involvement of Government of Bangladesh in this visit;
- f) She will draw her usual salary and allowance in local currency. No part of it should be drawn in foreign currency;
- g) She will not be allowed to overstay above the mentioned approved period and
- h) The provision of Rule 34 of Appendix viii of BSR (Part-1) is applicable for this approval.

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

By order of the President

  
Md. Shimul Akter  
Deputy Secretary  
Phone : +8802223354529  
E-mail: [admin1@moha.gov.bd](mailto:admin1@moha.gov.bd)

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

1. Senior Secretary, Ministry of Public Administration;
2. Foreign Secretary, Ministry of Foreign Affairs;
3. H.E. Ambassador, Embassy of the People's Republic of Bangladesh, Jeddah, Kingdom of Saudi Arabia;
4. H.E. Ambassador, The Royal Embassy of Saudi Arabia, Dhaka, Bangladesh;
5. Additional Secretary (All), Ministry of Home Affairs;
6. Director General, (Consular & Welfare), Ministry of Foreign Affairs;
7. PS to Adviser, Ministry of Home Affairs;
8. Mrs. Farida Khanom (15970), Deputy Secretary, Ministry of Home Affairs;
9. PS to Senior Secretary, Ministry of Home Affairs;
10. Deputy Director (Deputy Secretary), Government Printing Press, Tejgaon, Dhaka
11. Executive Director, Hazrat Shahjalal International Airport, Dhaka;
12. Chief Accounts and finance Officer, Ministry of Home Affairs, Hishab Bhaban, Segunbagicha, Dhaka;
13. Officer-in-Charge (Immigration), Hazrat Shahjalal International Airport, Dhaka;
14. General Manager, Foreign Exchange Policy Department, Bangladesh Bank, Dhaka;
- ✓ 15. System Analyst-1, ICT Cell, Ministry of Home Affairs, Dhaka (for Uploading the Notification to the website);
16. Accounts Officer, Ministry of Home Affairs;
17. Personal Officer to Joint Secretary (Admin-1 Branch), Ministry of Home Affairs;
18. Office/Master Copy.

  
Md. Shimul Akter  
Deputy Secretary