

Government of the People's Republic of Bangladesh  
Ministry of Home Affairs  
Jail-1 Section  
Bangladesh Secretariat, Dhaka-1000  
[www.moha.gov.bd](http://www.moha.gov.bd)

Number: 44.00.0000.000.173.08.0001.25-104

Date: 12 April 2026

**Notification**

The undersigned is directed to convey sanction of the Government of the People's Republic of Bangladesh for granting earned leave (Ex-Bangladesh) in favour of Ms. Suraiya Akter (BJ-01811100516), Passport No-E00151633, Additional Deputy Inspector General of Prison, Deputy Inspector General of Prison's Office, Dhaka Division, Dhaka for traveling to Saudi Arabia from 03 May 2026 to 11 June 2026 for 40 (Forty) days or from the date of commencement of the leave. The tour is intended for performing holy Hajj in Saudi Arabia. This leave has been granted under the following terms and conditions:

**Terms and Conditions:**

- a. She shall draw her usual pay and allowances from Bangladesh in local currency for the entire period of this travel. No part of it will be drawn in foreign currency;
  - b. All related expenses of this travel will be borne Ms. Suraiya Akter (BJ-01811100516), Passport No-E00151633, personally. The expenses will be shown in her income tax return;
  - c. Government of the People's Republic of Bangladesh will not have to incur any cost in connection with this travel;
  - d. The said officer will join the workplace after the leave, will not avail additional leave; and
  - e. The provision of rule 34 of Appendix VIII of Rule 234 of BSR (part-1) will be applicable for this approval.
02. Her husband, Mohammad Sohel Kamruzzaman (Passport No. E00123322), will accompany her during the travel.
03. This notification has been issued with approval of the competent authority.

By Order of the President,

**Signed/-**

(Md. Hafiz-Al-Ashad)  
Deputy Secretary  
Phone- 02223390941  
E-mail:jail1@moha.gov.bd

Number: 44.00.0000.000.173.08.0001.25-104(19)

Date: 12 April 2026

**Copy for Kind Information and Necessary Action (not according to seniority):**

**External:**

01. Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
02. H.E. Ambassador, Embassy of Bangladesh in Saudi Arabia, 8039, Dareen Street, Diplomatic Quarter, Riyadh, Saudi Arabia.

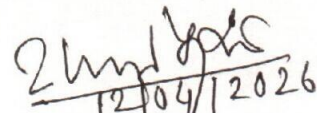
03. H.E. Ambassador, Embassy of Saudi Arabia in Bangladesh, House-5 (NE), Road-73, Gulshan-2, Dhaka-1212.
04. Director General, Department of Immigration and Passport, E-7, Agargaon, Sher-E-Banglanagar, Dhaka-1207.
05. Inspector General of Prison's, Prisons Directorate, 30/3 Umesh Dutta Road, Bakshibazar Dhaka-1211.
07. Director General (Consular and Welfare Wing), Ministry of Foreign Affairs, Segunbagicha, Dhaka.
08. Director, Hazrat Shahjalal International Airport, Dhaka/Shah Amanat International Airport, Chattogram/Osmany International Airport, Sylhet.
09. General Manager, Foreign Exchange Operation Department, Bangladesh Bank, Dhaka.
10. Chief Accounts and Finance Officer, Ministry of Home Affairs, Accounts Building, Segunbagicha, Dhaka.
11. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka/Shah Amanat International Airport, Chattogram/Osmany International Airport, Sylhet.

**Internal:**

01. Additional Secretary (Administration and Finance Wing)/(Jail Wing), Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
02. Personal Secretary to Honorable Home Minister (Deputy Secretary), Ministry of Home Affairs, Dhaka (With a request to kind information of the Honorable Minister).
03. Personal Secretary to Senior Secretary, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka (With a request to kind information of the Senior Secretary).
04. Chief Accounts and Finance Officer, Ministry of Home Affairs, Accounts Building, Segunbagicha, Dhaka.
05. System Analyst, ICT Cell, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka. **(With a request to upload the Government Order to [www.moha.gov.bd](http://www.moha.gov.bd)).**
06. Accounts Officer, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
07. Concerned file/Office Copy.

**Personal:**

01. Ms. Suraiya Akter (BJ-01811100516), Passport No-E00151633, Additional Deputy Inspector General of Prison, Deputy Inspector General of Prison's Office, Dhaka Division, Dhaka.

  
12/04/2026  
(Md. Hafiz-Al-Ashad)  
Deputy Secretary