

Government of the People's Republic of Bangladesh
Ministry of Home Affairs
Admin Section-1
www.moha.gov.bd

Date: 20.07.2026

No: 44.00.0000.000.019.02.0005.25-652

Notification

Until further orders, the following official has been posted to the Passport and Visa Wing of Embassy/High Commission/Consulate General of Bangladesh Missions abroad, enlisted in the organizational structure of the Ministry of Home Affairs as "Administrative Officer" for a period of 04 (four) years in the missions and countries stated against their names in complying with the following terms & conditions:

Sl	Name, Designation & Office Address	Name of the Mission	Remarks
01	Saiful Islam (Passport No. E00222932) Administrative Officer Ministry of Home Affairs, Dhaka.	Consulate General of Bangladesh, Jeddah, Saudi Arabia	

Terms & Conditions:

- The terms & conditions, salaries and allowances for the aforesaid post in the said missions shall be governed by the current public service rules;
 - Training, in regard to activities of the said post, organized by this division needs to be completed successfully;
 - The employee cannot take step in order to get permanent residence (PR) or any such facility in the country of the posted mission or in any other country by the employee or the employee's family members of him/her. Such activities will be regarded as "Misconduct" and action will be taken as per rules and regulations;
 - The duration of the posting in the said post will be 04 (four) years from the date of joining in the concerned Passport and Visa Wing, provided that the Posting Authority may modify this term;
2. Subsequently, Instructions regarding the date of joining will be issued.
3. This order is issued with the approval of the competent authority.


Md. Tofayel Hossain
Deputy Secretary

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E-mail : admin1@moha.gov.bd

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Forwarded for information and taking necessary action (if applicable) (not by order of seniority) to:

- Senior Secretary, Ministry of Public Administration, Dhaka
- Foreign Secretary, Ministry of Foreign Affairs, Dhaka [Attention: DG (Consular), with a request to issue Note Verbale/Letter of Introduction]
- Secretary, Ministry of Finance, Dhaka
- H.E. Ambassador, Bangladesh Embassy, Riyadh, Saudi Arabia
- Director General, Department of Immigration and Passports, Agargaon, Dhaka
- Additional Secretary (All), Ministry of Home Affairs, Dhaka
- Joint Secretary (Admin Section), Ministry of Home Affairs, Dhaka
- Consul General, Consulate General of the People's Republic of Bangladesh, Jeddah, Saudi Arabia
- PS to Minister, Ministry of Home Affairs, Dhaka
- Deputy Secretary, Admin-2 & Budget-1, Ministry of Home Affairs, Dhaka
- Director, Directorate of Government Accommodation, Bangladesh Secretariat, Dhaka

Please turn over

12. PS to Senior Secretary, Ministry of Home Affairs, Dhaka
13. Director, Hazrat Shahjalal International Airport, Dhaka
14. General Manager, Foreign Exchange Policy Department, Bangladesh Bank, Dhaka
15. Deputy Secretary, Mission, Ministry of Home Affairs, Dhaka
16. First Secretary, Passport and Visa Wing, Consulate General of Bangladesh, Jeddah, Saudi Arabia
17. Chief Accounts and Finance Officer, Ministry of Home Affairs, Hishab Bhaban, Segunbagicha, Dhaka
18. Chief Accounts and Finance Officer, Ministry of Foreign Affairs, Hishab Bhaban, Segunbagicha, Dhaka
19. System Analyst, ICT Cell, Ministry of Home Affairs, Dhaka (for uploading the G.O. to www.moha.gov.bd)
20. Accounts Officer, Ministry of Home Affairs, Dhaka
21. Officer-in-Charge (Immigration), Hazrat Shahjalal International Airport, Dhaka
22. Saiful Islam, Administrative Officer, Ministry of Home Affairs, Dhaka.
23. PO to Additional Secretary (Admin & Finance & Immigration), Ministry of Home Affairs, Dhaka

 20.07.24
Md. Tofayel Hossain
Deputy Secretary