

Government of the People's Republic of Bangladesh
Ministry of Labour and Employment
Establishment-2 Section
www.mole.gov.bd

No.40.00.0000.000.041.38.0017.25-22

Date: 01-02-2026

NOTIFICATION

The Undersigned is directed to convey the Government's approval in favour of Shanjida Sharmin, Medical Officer, Labour Welfare Center, Kalurghat, Chattogram, under the Ministry of Labour and Employment bearing passport no A03649019 has been granted earned leave (ex-Bangladesh) for travelling to Japan for 30 (thirty) days starting from 04-02-2026 to 05-03-2026 or from the date of commencement of the leave. This leave is granted for the purpose to support her husband during the critical period of treatment for his terminal cancer disease in Japan under the following terms and conditions:

- (i) She will have to join her current workplace on February 3, 2026, at the end of her on going maternity leave.
- (ii) She will draw her usual **leave on half average pay** and allowances from Bangladesh In local currency and not in foreign currency; No part of it should be drawn in foreign currency;
- (iii) Government of the people's Republic of Bangladesh will not have to incur any cost in connection with this visit;
- (iv) She will not be allowed to stay abroad for more then approved period;
- (v) Iyona Ahmed (passport no A19764049) daughter will accompany with her during the travel;
- (vi) The provision Clause of Appendix viii of Rule 34 BSR (Part-1) Will applicable for this approval.

By order of the President

Sd.

(Mohammad Alamgir Haque)
Assistant Secretary
Phone: +88 0255100339
E-mail: section10@mole.gov.bd

No. 40.00.0000.000.041.38.0017.25-22 (1/14)

Date: 01-02-2026

Copy forwarded for kind information and necessary action (Not in the order of Seniority):

01. H.E. Ambassador, Embassy of Japan in Bangladesh/H.E. Ambassador, Embassy of Bangladesh in Japan .
02. Director General, Department of Labour, Dhaka, Bangladesh.
03. Director General (Consular & Welfare), Ministry of Foreign Affairs, Segunbagicha, Dhaka (Requested to kindly issue a letter of introduction in this regard).
04. Director General, Department of Immigration and Passport, Agargaon, Dhaka.
05. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka/Shah Amanat International Airport, Chattogram/Osmany International Airport, Sylhet.
06. PS to Secretary, Ministry of Labour and Employment, Dhaka. (for kind information of the Secretary)
07. System Analyst, ICT Cell. Ministry of Labour and Employment (With Request to display MoLE web portal)
08. Chief Accounts and Finance Officer, Ministry of Labour & Employment
09. Divisional Controller of Accounts, Chattogram.
10. District Accounts officer, Chattogram.
11. Shanjida Sharmin, Medical Officer, Labour Welfare Center, Kalurghat, Chattogram.
12. PO to Additional Secretary, Ministry of Labour and Employment, Dhaka.
13. PO to joint Secretary, Ministry of Labour and Employment, Dhaka.
14. Office copy/guard file.

Akamaj's 01.02.2026
(Mohammad Alamgir Haque)
Assistant Secretary