



Government of the People's Republic of Bangladesh  
Ministry of Science and Technology  
Admin-11 Section (Biotechnology Cell and NIB)  
Bangladesh Secretariat, Dhaka.  
[www.most.gov.bd](http://www.most.gov.bd)

Memo Number: 39.00.0000.000.111.08.0009.25-32

Date: 09 April 2026

**Government Order**

The Government of Bangladesh has been pleased to grant Ex-Bangladesh earned leave in favour of Shamima Akhtar Sharmin, (Passport No: A18487385), Senior Scientific Officer, Environmental Biotechnology Division, National Institute of Biotechnology, Ganakbari, Ashulia, Savar, Dhaka for performing the Holy Hajj in Saudi Arabia during 26.04.2026 to 09.06.2026 or 45 (Forty Five) days from the date of commencement of leave under the following terms and conditions:

- All Government instructions regarding the performance of the Holy Hajj must be followed;
- All expenses of this trip will not be borne by the National Institute of Biotechnology (NIB) or the Government of Bangladesh;
- She will not stay abroad beyond the approved period;
- During the leave all salary and allowances will be paid in Bangladeshi currency;
- No separate payment can be claimed for the said leave;
- This leave will be calculated from the date of going on leave or transferring responsibility and will be adjusted with accrued leave;
- Section-34 of Appendix-8 (Rule-234, Note-2) of BSR Part-1 will be applicable in this regard;
- The Ministry will not be responsible for any false information provided in the applicant's application. The applicant will have to take this responsibility.

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

Md. Abdus Salam  
Senior Assistant Secretary  
Tel: +88-02-223351140  
E-mail: [admin11@most.gov.bd](mailto:admin11@most.gov.bd)

Director General, National Institute of Biotechnology, Ganakbari, Ashulia, Savar, Dhaka.

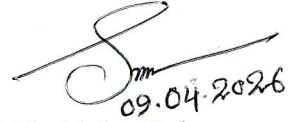
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Copy for information and necessary action (Not according to seniority):

- Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.  
{Atten: Director (Consular), with request to issue Letter of Interest}.
- Director General, Department of Immigration & Passport, Dhaka.
- Director, Hazrat Shahjalal International Airport, Dhaka.

- 4) Chief Accounts and Finance Officer, Ministry of Science and Technology, CGA Bhaban, Segunbagicha, Dhaka.
- 5) Shamima Akhtar Sharmin, Senior Scientific Officer, Environmental Biotechnology Division, National Institute of Biotechnology, Ganakbari, Ashulia, Savar, Dhaka.
- 6) Programmer, Admin-13 Section (ICT), Ministry of Science and Technology (with a request to upload the G.O to website).
- 7) Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
- 8) PS to Secretary, Ministry of Science and Technology, Bangladesh Secretariat, Dhaka.
- 9) Personal Officer to Additional Secretary (Admin), Ministry of Science and Technology, Dhaka.
- 10) Personal Officer to Joint Secretary (Admin), Ministry of Science and Technology, Dhaka.



09.04.2026

Md. Abdus Salam  
Senior Assistant Secretary