Government of the People's Republic of Bangladesh
Ministry of Women and Children Affairs
DWA-1 Branch
Bangladesh Secretariat Dhaka-1000
www.mowca.gov.bd

No 32.00.0000.028.18.00004.18-203 Date: 01/11/2026

Notification

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh for the grant of earned leave (Ex-Bangladesh) to Ms. Shahanaz Aktar, (Passport No-A23385223) Assistant Director, Department of Women Affairs, Head Office, Dhaka to travel to the United Kingdom from 29 November 2026 to 03 January 2027 or for a period of 01 (one) month and 05 (five) days from the date of actual departure at her own expense, to attend the Graduation Ceremony of her only daughter, who has successfully completed her Post-graduation studies (M.Sc in Economic Development) subject to the following terms and conditions:

a. She will draw her pay and allowances in local currency. No part of it should be drawn in foreign currency;
b. All related expenses of the travel will be borne by her;
c. No part of her salary & allowance will be paid in foreign currency:
d. She will be accompanied by her husband; Mohammad Mahbub Alam (Passport No-E00151728)

2. Shahana Akter, Assistant Director (VWB), Department of Women Affairs, Head Office, Dhaka will be in charge during her leave.

3. This Order is issued with the approval of the competent authority.

By order of the President
01-11-26
(Nishat Tamanna)
Senior Assistant Secretary
Phone: 02-9567417

No 32.00.0000.028.18.00004.18-203(12) Date: 01/11/2026
Copy forwarded for kind information and necessary action (Not according to seniority):

1. Director General, Department of Women Affairs, Dhaka
2. Director General, (Consular), Ministry of Foreign Affairs, Dhaka
3. HE. High Commissioner, High Commission for the People's Republic of Bangladesh, Bangladesh High Commission, London, 28 Queens Gate, London, SW7
4. H.E. High Commissioner United of Kingdom Commissioner in Bangladesh, 184 Gulshan Avenue Gulshan 2. Dhaka
5. Director General, Department of Immigration & Passports , Dhaka
6. Director General (Consular), Ministry of Foreign Affairs, Dhaka (with a request to issue Note Verbal)
7. Director, Hazrat Shahjalal International Airport, Dhaka
8. PS to Secretary, Ministry of Women and Children Affairs, Dhaka
9. Chief Accounts and Finance Officer, Ministry of Women and Children Affairs, Dhaka
10. Programmer, Ministry of Women and Children Affairs, Dhaka (with a request to upload on it the website)
11. Ms. Shahanaz Aktar, Assistant Director, Department of Women Affairs, Head Office, Dhaka
12. Ms. Shahana Akter, Assistant Director (VWB), Department of Women Affairs, Head Office, Dhaka.

01-11-26
(Nishat Tamanna)
Senior Assistant Secretary
Phone: 02-9567417