Government of the People's Republic of Bangladesh
Ministry of Water Resources
Admin-1 Section
Bangladesh Secretariat, Dhaka
www.mowr.gov.bd

Record Number: 42.00.0000.000.031.25.0119.18.565 Date: 01/11/2026

Government Order

The undersigned is directed to convey the Government's approval of earn leave (ex-Bangladesh) to Mst. Shamsad Mahmuda Fatima (Id. No:881224001), (Passport No.E00154344), Executive Engineer (Civil), Bangladesh Water Development Board, Dhaka to visit Saudi Arabia for the purpose of performing holy Umrah for 12(Twelve) days from 15/12/2026 to 26/12/2026 or from the date of commencement of his travel.

2. She will be travelling with her Husband Mohammad Monirul Islam.

3. Terms & conditions are as follows:
a. All the expenses of this visit will be borne by herself ;
b. There will be no financial involvement of Bangladesh Water Development Board orBangladesh Government to this visit;
c. She will not be allowed to extend her leave;
d. She will draw her pay and allowances in the currency of Bangladesh during the travel;
e. The provisions of Rule-34 of Appendix-VIII of B.S.R (Part-I) will be applicable in case of enjoying this leave; and
f. The period of this visit including travel and transit will be treated as on duty.

4. This order has been issued with the approval of the competent authority.

01-11-2026
Md Saifur Rahman
Deputy Secretary
Phone : 02-223356775
E-mail : admin1@mowr.gov.bd

Record Number: 42.00.0000.000.031.25.0119.18.565/1 (15) Date: 01/11/2026

Copy for Kind Information and Necessary Action (Not in the order of seniority):

1. Foreign Secretary, Ministry of Foreign Affairs, Segun Bagicha, Dhaka.
2. H.E. the Ambassador of Saudi Arabia to Bangladesh, House # 5 (NE) L, Road # 83, Gulshan# 2, Dhaka.
3. H.E. the Ambassador of Bangladesh to Saudi Arabia, 8039 Dareen street, Diplomatic Quarter, Riyadh, KSA.

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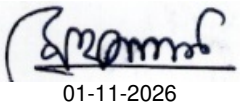
4. H.E. the Consul General of Bangladesh to Saudi Arabia, Jeddah, Kilo-3, Makkah Road, Saudi Arabia.
5. Director General, Department of Immigration and Passports, E-7, Agargaon, Shere-E-Bangla Nagor, D haka-1207.
6. Director General (Current duty), Office of the Director General, Bangladesh Water Development Board .
7. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
8. Private Secretary to the Minister, Office of the Minister, Ministry of Water Resources.
9. Private Secretary to the State Minister, Office of the State Minister, Ministry of Water Resources.
10. Private Secretary to Secretary, Office of the Secretary, Ministry of Water Resources.
11. System Analyst, ICT Section, Ministry of Water Resources (with request to publish this G.O. in the we bsite of this Ministry).
12. Mst. Shamsad Mahmuda Fatima , Executive Engineer (Civil), Bangladesh Water Development Board , Dhaka.
13. PO to the Additional Secretary (Administration), Ministry of Water Resources.
14. PO to the Joint Secretary (Administration), Ministry of Water Resources.
15. Office Copy.





01-11-2026
Md Saifur Rahman
Deputy Secretary