



**Microcredit Regulatory Authority**  
MRA Bhaban, F-14-D/1, Agargaon  
Shere Bangla Nagar, Dhaka-1207

Office Memo No-53.04.0000.000.001.18.0062.26.179

Date: 28 January 2026

**Ex-Bangladesh leave**

With reference to Memo No. 53.00.0000.000.231.25.0009.24.20 dated 14 January 2026 of the Financial Institutions Division, Ministry of Finance, the undersigned is directed to accord Ex-Bangladesh Leave in favour of Layla Zabin (Passport No. B00027331), Deputy Director, Microcredit Regulatory Authority (MRA), Dhaka to visit Malaysia for medical purposes. She will be accompanied by her husband Mr. Abu Shiam Mohammad Suvon (Passport No. B00586972) and daughter Husne Samarah Shehreen (Passport No. B00587195). The leave is granted for a period of 15 (fifteen) days from 15 February 2026 to 01 March 2026 or from the date of journey under the following conditions:

- a) She will bear all expenses relating to the visit. No expenditure shall be borne by the Government of Bangladesh or Microcredit Regulatory Authority;
  - b) She will draw all pay and allowances in local currency;
  - c) Her travelling time will be treated as ex-Bangladesh leave;
  - d) The provision of Rule 34 of Appendix VIII of BSR (Part-I) is applicable for this approval;
  - e) she will not be allowed to stay abroad more than the approved period; and
  - f) The date of her joining shall be the day on which the aircraft carrying her arrives in Bangladesh
2. This order has been issued with the approval of the competent authority.

  
(Md. Zillur Rahman)  
Director  
Phone: 02223374867

Office Memo No-53.04.0000.000.001.18.0062.26.

Date: 28 January 2026

Copy for kind information and necessary (if applicable) action (not in the order of seniority):

1. Director General, Department of Immigration & Passport, Agargaon, Dhaka
2. Director, Hazrat Shahjalal International Airport, Dhaka
3. System Analyst, CIB & ICT Department, MRA, Dhaka (with request to publish it on MRA website)
4. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka/Land Port (all), Bangladesh
5. Layla Zabin, Deputy Director, MRA, Dhaka
6. P.S. to Executive Vice Chairman, MRA, Dhaka (For kind information to Executive Vice Chairman)
7. Personal Assistant of Executive Directors, MRA, Dhaka (For kind information to Executive Directors)
8. Office Copy.

  
(Jinat Aman Banna)  
Deputy Director  
Phone: 02223374878