



## National Curriculum and Textbook Board

69-70 Motijheel Commercial Area, Dhaka-1000

www.nctb.gov.bd


Memo No :37.06.0000.101.34.057.94- / 406

Date: 16.03.2026

### Office Order

Md. Shaha Alam, Assistant Editor, National Curriculum & Textbook Board, Dhaka has been granted earned leave on full average pay (Ex-Bangladesh leave) to meet his son who is studying in Australia for 30 (Thirty) days from 01.06.2026 to 30.06.2026 or from the charge hand over date to 30 (Thirty) days. This leave is granted under the following terms and Conditions:

- The Employee will not be allowed to stay abroad more than the approved period;
  - The Employee will inform the authority after his return;
  - The Employee will draw his pay and allowances in local currency. No part of it should be drawn in foreign currency;
  - All related expenses of the travel will be borne by himself.
2. The order has been issued with the approval of competent authority.

 16.03.2026

(Prof. Md. Shahtab Uddin)

Secretary

Telephone: 2233-85644


Email: secretary@nctb.gov.bd

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

- Secretary, Ministry of Education, Bangladesh Secretariat, Dhaka;
- Senior Secretary, Ministry of Home Affairs, Dhaka;
- Foreign Secretary, Ministry of Foreign Affairs, Dhaka;
- Australian High Commission (Visa Section), 184 Gulshan Avenue, Gulshan 2, Dhaka 1212.
- Immigration Officer, Hazrat Shajalal (R.) International Airport, Dhaka;
- Deputy Secretary (Admin/Common)/Chief Accounts Officer, National Curriculum & Textbook Board (NCTB), Dhaka;
- Assistant Maintenance Engineer, NCTB (with request to upload to website);
- P.A. to Chairman, National Curriculum & Textbook Board (NCTB), Dhaka;
- Md. Shaha Alam, Assistant Editor, National Curriculum & Textbook Board, Dhaka. (Passport No-P BGD A05837590).

 16.03.2026

(Serajul Islam)

Deputy Secretary (Administration)

Telephone: 2233-82586