



North-West Power Generation Company Limited  
ISO 9001:2015, ISO 14001:2015 & ISO  
45001:2018 Certified  
(An Enterprise of Bangladesh Power  
Development Board)  
HR & Admin Division  
www.nwpgcl.gov.bd

UTC Building (Level 3&4),  
8 Panthapath,  
Kawranbazar, Dhaka-  
1215, 02-48122117-118

**Record Number:** 27.28.0000.000.501.08.0001.17.433

**Date:** 22 Apr 2026

### Office Order

**Mr. S.M. Rakibul Islam**, Assistant Engineer (Mechanical Maintenance), Sirajganj 225 MW Combined Cycle Power Plant (Unit-1), North-West Power Generation Company Limited, is hereby granted Ex-Bangladesh leave to visit the Kingdom of Saudi Arabia for the purpose of performing the Holy Hajj from 17 May 2026 to 30 June 2026 or for a period of 45 (Forty-Five) days from the date of his actual journey, under the following terms and conditions:

- (a) There will be no connection with the company for this travelling expense;
- (b) No part of his pay and allowances shall be paid in foreign currencies;
- (c) He will return to Bangladesh after enjoying this leave and the duration of his overseas stay shall by no means be extended further;
- (d) The above leave will be treated as 12 (Twelve) days on full average pay and 33 (Thirty Three) days on extra ordinary leave without pay .
- (e) After enjoying this leave, he must submit joining letter along with immigration record.

This order has been issued as per Rule-33 of Employees Service Rules, 2016 of NWPGL.

**By Approval,**

22-04-2026

Md. Masudul kabir  
DGM (HR) (Additional Charge )

**Record Number:** 27.28.0000.000.501.08.0001.17.433/1 (5)

**Date:** 22 Apr 2026

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

1. Director General, Director General, DIP;
2. Plant Manager (Superintending Engineer), Plant Manager (SE)'s Division, Sirajganj 225 MW combined cycle power plant (Unit-1);
3. Deputy Manager (Admin), Administration Division, Sirajganj 225 MW combined cycle power plant (Unit-1);
4. Manager (HR), HR & Admin Division, North west power generation company limited and

5. Assistant Engineer (MMD)-1, Mechanical & Maintenance Division, Sirajganj 225 MW combined cycle power plant (Unit-1).



A handwritten signature in black ink, appearing to read 'MSI'.

22-04-2026  
Mohammad Shahidul Islam  
Deputy Manager(Admin)