

03.14.0000.076.08.015.23-14

25 January 2026

No. ....

Date : .....

To  
 Chief Accounts and Finance Officer  
 Chief Advisor's Office  
 Accounts Building, Segunbagicha, Dhaka.

**Subject: Ex-Bangladesh leave**

The undersigned is directed to convey the approval of Ex-Bangladesh leave from the Government of the People's Republic of Bangladesh (GoB) in favor of Dr. Nazneen Kawshar Chowdhury, Executive Chairman (Secretary), (Passport No-D00019678), National Skills Development Authority (NSDA), Agargaon, Dhaka for a period of 15 (Fifteen) days for performing Umrah to Kingdom of Saudi Arabia. The leave will start on 09<sup>th</sup> March 2026 or the date of commencement of her journey under the following conditions:

- a. The period of leave will be treated as on duty;
- b. She will bear all the expenses of the tour from her own fund. NSDA or GoB does not have any financial involvement in this regard;
- c. She will not be provided any part of her salary and allowances in foreign currency and
- d. She will not stay abroad beyond the approve period of leave.

02. This Government Order (GO) is issued with the approval of the competent authority.

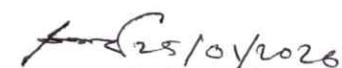
SD/-  
 (Mohammad Nasir Uddin Sarwar)  
 Director-9  
 Phone: 02-55029429  
 E-mail: [dir9@cao.gov.bd](mailto:dir9@cao.gov.bd)

Letter No-03.14.0000.076.08.015.23-14

Date: 25 January 2026

**Copy for Kind information and necessary action (not according to seniority)**

1. Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka (For necessary note verbal/LoI)
2. Dr. Nazneen Kawshar Chowdhury, Executive Chairman (Secretary), NSDA, Agargaon, Dhaka
3. Director General, Department of Immigration and Passports, E-7, Agargaon, Dhaka
4. Executive Director, Hazrat Shahjalal International Airport, Airport Road, Kurmitola, Dhaka
5. Private Secretary to Principal Secretary/Secretary, Chief Advisor's Office, Dhaka
6. Senior Programmer, Chief Advisor's Office, Dhaka (with a request to upload the GO in the website)
7. Personal Officer to Director General-3, Chief Advisor's Office, Dhaka
8. Office Copy.

  
 (Mohammad Nasir Uddin Sarwar)  
 Director-9