

Government of The People's Republic of Bangladesh  
Ministry of Cultural Affairs  
Department of Public Library  
Administration and Accounts  
1, Minto Road, Ramna, Dhaka

Record Number: 43.26.0000.000.001.35.035.06 - 3064

Date: 09/02/26

**Office Order**

Farzana Aktar, Junior Librarian, Department of Public Library, Ministry of Cultural Affairs, Dhaka (Passport No.: A-17131963) has been granted earned Leave (ex-Bangladesh) for Omrah Haj in Saudi Arabia from 11.03.2026 to 23.03.2026 for 13 (Thirteen) days (excluding travel time) or from the date of commencement of Journey. This leave is granted via under the following terms and conditions:

**Terms and condition:**

1. All the expenses of this visit will be borne by ownself;
2. She will draw her pay and allowances in local currency;
3. There will be no financial involvement of Bangladesh Government.



Monish Chakma

Director General

02-22229458

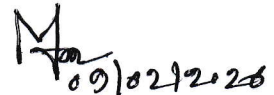
E-mail: dg. dpl. 2012@gmail.com

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

1. Director, Sufia Kamal National Public Library, Department of Public Library, Shahbag, Dhaka.
2. PS to Secretary, (for kind information of the Secretary) Secretary's office, Ministry Of Cultural Affairs.
3. Chief Accounts And Finance Officer, Office of Chief Accounts Officer and Finance, Hisab Bhaban, Segun Bagicha, Dhaka.
4. Immigration Officer, Shajalal International Airport, Dhaka/Shah Amanat International Airport, Chattogram/Osmani International Airport, Sylhet.
5. Visa office, Saudi Arabia, Dhaka.
6. Assistant Programmer, ICT Section, Department of public library, Shabag, Dhaka.
7. MS Farzana Aktar, Junior Librarian, Department of Public Library, Dhaka.
8. Accountant, Department of Public Library, Dhaka and
9. Office copy, Department of Public Library, Dhaka.



Md. Al-Mamun Howlader  
Assistant Director (Administration-1)