Government of the People's Republic of Bangladesh
Roads and Highways Department
Office of the Chief Engineer
Sarak Bhaban, Tejgaon, Dhaka-1208.
Website: rhd.portal.gov.bd

Memo No.-35.01.0000.150.08.003.26- 1315 Dated: 28.09.2026

Office Order

Kohinoor Begum (ID No. 800262) (Passport No. A09739308), Computer Operator, RHD, Information Services Division (Deputation: Office of the Audits and Accounts, RHD), Sarak Bhaban, Tejgaon, Dhaka is granted earned leave for performing holy Umrah in Saudi Arabia for 07(seven) days starting from 15-10-2026 to 21-10-2026 or from the date of Commencement of leave. This leave is granted under the following terms and conditions.

a) She will draw her pay and allowances in local currency. No part of it will be drawn in foreign currency;
b) All expenses related to this travel will be borne by himself. No part of it will be borne by the Government;
c) She will not be allowed to stay abroad beyond the approved period;
d) The Provision of the Rule 34 of the Appendix VIII of BSR (Part-1) is applicable for this approval;
e) Copy of Passport must be submitted to the Administration & Establishment Circle within seven days of return.

28/9/26

(Md. Moniruzzaman)
ID: 000422
Chief Engineer (Current Charge)
Phone: 02-8879299
E-mail: ce@rhd.gov.bd

Memo No.-35.01.0000.150.08.003.26- 1315/1(7) Dated: 28.09.2026

Copy for kind information to (Not According to seniority):

1. Secretary, Road Transport and Highway Division, Ministry of Road Transport & Bridges, Bangladesh Secretariat, Dhaka (Attention: Deputy-Secretary, RHD Establishment Section-II).
2. Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
3. H.E. Ambassador, Embassy of the Kingdom of Saudi Arabia, Bangladesh/ H.E. Ambassador, Embassy of the People's Republic of Bangladesh, Riyuadh, Saudi Arabia.
4. Director General, Immigration & Passport, Agargaon, Dhaka.
5. Director/ Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka/ Sha Amanat International Airport, Chattogram/ Osmani International Airport, Sylhet.
6. The General Manager, Bangladesh Bank, Dhaka.
7. Additional Chief Engineer, RHD, Management Services Wing, Sarak Bhaban, Tejgaon, Dhaka.

28.09.2026

(Md. Mohibul Haque)
ID: 601931
Superintending Engineer (Current Charge), RHD
Administration & Establishment
Sarak Bhaban, Tejgaon, Dhaka.

Memo No.-35.01.0000.150.08.003.26- 1315/2(5) Dated: 28.09.2026

Copy forwarded for kind information & necessary action to:

1. Director, Audits and Accounts (RHD), Sarak Bhaban, Tejgaon, Dhaka.
2. Senior System Analyst, RHD, Management Information Cell, Sarak Bhaban, Tejgaon, Dhaka (For Circulate RHD Web-site).
3. Chief Accounts and Finance Officer, Ministry of Road Transport & Bridges, CGA Bhaban, Segunbagicha, Dhaka.
4. Executive Engineer, RHD, Information Services Division, Sarak Bhaban, Tejgaon, Dhaka.
5. Kohinoor Begum (ID No. 800262), Computer Operator, RHD, Information Services Division (Deputation: Office of the Audits and Accounts, RHD), Sarak Bhaban, Tejgaon, Dhaka.

28.09.2026

(Md. Mohibul Haque)
ID: 601931
Superintending Engineer (Current Charge), RHD
Administration & Establishment
Sarak Bhaban, Tejgaon, Dhaka.

D:\NG-Estab-Outside Visit in Saudi Arabia-009-2026
(Palash)