

Government of the People's Republic of Bangladesh  
Education Ministry  
Secondary and Higher Education Division  
Bangladesh Secretariat, Dhaka.  
Government College-04  
[www.shed.gov.bd](http://www.shed.gov.bd)

**Number:** 37.00.0000.000.069.08.0001.24.1627

Date: 30 Dec 2025

**Government Order**


Dr. Mir Zahida Naznin (7581), Passport No. F00013225, Project Director (Professor-History), Establishment of 10 Government Secondary School in Peripheral Areas of Dhaka City, Directorate of Secondary and Higher Education (DSHE), Dhaka has been granted earned leave on full average pay (Ex-Bangladesh leave) for performing the Holy Umrah in Saudi Arabia for 13 (Thirteen) days from 13.01.2026 to 25.01.2026 or from the charge hand over date to 13 (Thirteen) days. This leave is granted under the following terms and conditions:

**Terms and Conditions:**

- The officer will not be allowed to stay abroad more than the approved period;
- The officer will inform the authority after her return;
- The officer will draw her 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 herself;
- Travelling expenses will have to be shown in the income tax return file and
- The Provision of Rule 34 of Appendix VIII of BSR (Part-1) is applicable in this regard. That is to say, the officer has to start her leave within the 35 (Thirty five) days from the date of this order as this order will not remain in force after the 35 (Thirty five) days from the making thereof.

- This order has been issued with the approval of the competent authority.

According to The President's order,



30-12-2025

Md Abdul Kuddus  
Deputy Secretary (Add. Duty)

**Number:** 37.00.0000.000.069.08.0001.24.1627/1  
(13)

Date: 30 Dec 2025

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

- Foreign Secretary, Ministry of Foreign Affairs, Dhaka;
- Director General, Department of Immigration & Passports (DIP);
- Director General, Directorate of Secondary and Higher Education(DSHE), Dhaka;
- Project Director, Establishment of 10 Government Secondary School in Peripheral Areas of Dhaka City, Directorate of Secondary and Higher Education (DSHE), Dhaka;
- PS to the Hon'ble Adviser, Ministry of Education, Bangladesh Secretariat, Dhaka;
- PS to Secretary, Secondary and Higher Education Division, Ministry of Education;
- Chief Accounts Officer, Ministry of Education, 45 Purana Paltan, Dhaka;

8. Dr. Mir Zahida Naznin (7581), Passport No. F00013225, Project Director (Professor-History), Establishment of 10 Government Secondary School in Peripheral Areas of Dhaka City, Directorate of Secondary and Higher Education (DSHE), Dhaka;
9. Immigration Officer, Departure Department.....;
10. System Analyst, ICT Branch, SHED;
11. Public Relations Officer, Ministry of Education, Bangladesh Secretariat, Dhaka;
12. PO to Add. Secretary (College), SHED, Ministry of Education and
13. District/Upazila Accounts Officer.....



A handwritten signature in black ink, consisting of a circle with a stylized 'S' and 'K' inside, and a long horizontal stroke extending to the right.

30-12-2025

Md Abdul Kuddus  
Deputy Secretary (Add. Duty)