

Government of the People's Republic of Bangladesh
Ministry of Education
Secondary and Higher Education Division
Training Section
Bangladesh Secretariat, Dhaka.
www.shed.gov.bd

Memo: 37.00.0000.084.99.001.25.98

Date: 08 March, 2026

Government Order (G.O)

The undersigned is directed to convey that the authority is pleased to grant ex-Bangladesh leave in continuation to the previous leave (earned leave) for 09 (Nine) days to Ms. Munmun Muhury (Passport No: A08473413), Teacher Trainer, National Academy for Educational Management (NAEM), Dhaka for visiting pilgrimage and tourist sites in Singapore and Malaysia from 18/03/2026 to 26/03/2026 or 09 (Nine) days under the following terms and conditions:

- (a) All expenses of this travel will be borne by herself; The Government will have no financial involvement in this regard;
- (b) She will not stay abroad longer than the sanctioned period;
- (c) After completing the leave and returning to the country, she must report to her workplace and notify the concerned authority;
- (d) She will receive salary and allowances in local currency during the travel period; &
- (e) Her travel expenses must be declared in the income tax return.

02. This order is issued with the approval of the competent authority.


Kazi Nazib Hassan
Senior Assistant Secretary
Phone : 01717861131
e-mail:moe.trainingsection@gmail.com

Memo: 37.00.0000.084.99.001.25.98.1(15)

Date: 08 March, 2026

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

01. Senior Secretary, Ministry of Foreign Affairs, Dhaka;
02. H.E. High Commissioner, High Commission for the People's Republic of Bangladesh, Kuala Lumpur, Malaysia;
03. H.E. High Commissioner, High Commission for the People's Republic of Bangladesh, Singapore;
04. H.E. High Commissioner, High Commission of Malaysia in Dhaka, Bangladesh;
05. H.E. High Commissioner, High Commission of Singapore in Dhaka, Bangladesh;

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06. Additional Secretary (Admin & Finance), Secondary & Higher Education Division, Ministry of Education, Dhaka;
07. Director General, National Academy for Educational Management (NAEM), Dhaka;
08. Director General, Directorate of Immigration & Passport, Dhaka;
09. PS to Secretary, Secondary & Higher Education Division, Ministry of Education, Dhaka;
10. Director, Hazrat Shahjalal International Airport, Dhaka;
11. System Analyst, Secondary & Higher Education Division (With a request to publish the G.O. at SHED website);
12. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka;
13. Chief Accounts & Finance Officer, Ministry of Education, Dhaka; &
14. Ms. Munmun Muhury (Passport No: A08473413), Teacher Trainer, National Academy for Educational Management (NAEM), Dhaka
15. Office Copy.


08.03.26
Kazi Nazib Hassan
Senior Assistant Secretary