

Government of the People's Republic of Bangladesh
Ministry of Industries
Small & Medium Enterprise Foundation (SMEF)
E-5, C/1 West Agargaon, Sher-e-Bangla Nagar, Dhaka 1207
www.smef.gov.bd

Ref: 36.12.0000.000.035.08.0004.20-690

12 May 2026

TO WHOM IT MAY CONCERN

Ms. Rubiya Ruby (Bangladesh Passport-A09334084) Assistant Manager, Small & Medium Enterprise Foundation (SME Foundation) has been permitted for travelling to India from 13 May 2026 to 21 May 2026 (09 days) or from the date of commencement of her leave. This permission is granted for the purpose of treatment under the following terms and conditions:

- a. She will draw her pay and allowances in local currency during the aforesaid period; no part of it should be drawn in foreign currency.
 - b. All the expenses related to this travel will be borne by herself.
02. This order is issued with the approval of the competent authority.

Fahim - Bin - Asmat
(Fahim-Bin-Asmat)
Deputy General Manager, Admin

Copy for kind information & necessary action (not on the base of seniority):

1. Secretary, Ministry of Industries, 91, Motijheel C/A, Dhaka 1000.
2. Director General, Department of Immigration and Passports, Dhaka.
3. Director, Hazrat Shahjalal International Airport, Dhaka.
4. High Commissioner, High Commission of India in Dhaka, Bangladesh.
5. Ms. Rubiya Ruby, Assistant Manager, Small and Medium Enterprise Foundation.
6. Office Copy.