



Government of the People's Republic of Bangladesh

Ministry of Defence
Survey of Bangladesh

Tejgaon Industrial Area, Dhaka-1208.
Phone: 02-41010711, Fax: 02-41010710

Number: 23.08.0000.005.57.158.25.1959

Date: 04 November 2025

Office Order

Subject: Sanction of Ex-Bangladesh Leave (Earned Leave with Average Pay) to Perform the Holy Umrah to the Kingdom of Saudi Arabia.

1. Ex-Bangladesh leave (Earned Leave with average pay) is hereby sanctioned in favour of the following personnel of the Survey of Bangladesh to perform the Holy Umrah to the Kingdom of Saudi Arabia, with effect from **09 November 2025 to 27 November 2025** or **19 (Nineteen) days** from the date of commencement of leave, whichever is applicable:

Name : ALAUDDIN
Passport No. : A07952885
Designation : Draftsman (Grade-I)
Organization: Survey of Bangladesh

2. The following terms and conditions will apply during the leave period:
- The individual will bear all expenses related to the visit.
 - The Government of Bangladesh will not bear any financial responsibility for any expenses incurred during the visit.
 - The individual will draw his pay and allowances in Bangladesh as per the existing government policy.
 - Overstay of the sanctioned leave will not be permitted under any circumstances.

Nur-E-Alam Mohammad Jobayer Sarwar
Brigadier General
Surveyor General of Bangladesh.

Chief Accounts and Finance Officer
Office of the Chief Accounts and Finance Officer
Ministry of Defence, 22, Purana Paltan, Dhaka.

Number: 23.08.0000.005.57.158.25.1959

Date: 04 November 2025

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

- HE, Ambassador, Embassy of the Kingdom of Saudi Arabia, Dhaka, Bangladesh.
- Director General, Department of Immigration & Passports, Agargaon, Dhaka.
- Director, Hazrat Shahjalal (R.) International Airport, Dhaka.

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

- Chairman, Website Development Committee, Survey of Bangladesh.
- Director, Development Survey, Survey of Bangladesh.
- Deputy Director (Survey), No.1 Cartography Office, Survey of Bangladesh.
- M.A. Fazleh Rabbee, Individual Consultant (Website Developer & Database Administrator) (to publish on the website).
- Administrative Officer (General), Survey of Bangladesh, Dhaka.
- Administrative Officer (Accounts), Survey of Bangladesh, Dhaka.
- Alauddin, Draftsman Grade-I, No.1 Cartography Office, Survey of Bangladesh.

Nur-E-Alam Mohammad Jobayer Sarwar
Brigadier General
Surveyor General of Bangladesh