

Government of the People's Republic of Bangladesh
Office of the Commissioner of Taxes
Taxes Appeal Zone-2, Dhaka.
Revenue Building (11th Floor), Plot-F 1/A
Agargaon, Sher-e-Bangla Nagar, Dhaka-1207.
www.taxappealzone2dhaka.gov.bd

Record No-15(7)/Foreign Travel/2025-2026/720(1-5)

Date: 22.02.2026

Office Order

Ms. Sawpna Chakraborty, Stenographer cum-Computer Operator, Appeal Range-2, Taxes Appeal Zone-2, Dhaka has been granted Ex-Bangladesh leave for travelling to India during 13/03/2026 to 28/03/2026 or 16 days starting the date of actual commencement of leave. This leave is granted for the purpose of her husband's treatment 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 regarding this travel will be borne by her husband;
- c. Ms. Sawpna Chakraborty's Husband-Pravat kumar Biswas, Daughter-Pushpita Biswas, Son- Promit Biswas Deb will accompany her during travel;
- d. As per provision of Rule-3(1)(2)(B) of the Leave Rules, 1959 this approval will be valid for 16 days from 13/03/2026 or starting the date of actual commencement of leave;
- e. She will show the related expenses in the income tax return IT-10 BB for the relevant tax year;
- f. This staff will travel abroad using passport number-A02001625

02. This order has been issued with the approval of the competent authorities.



22.02.2026

Munshi Harunor Rashid
Commissioner of Taxes
Taxes Appeal Zone-2, Dhaka
Date: 22.02.2026

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Copy for kind information and Necessary Action (Not in the order of seniority):

1. Additional Commissioner of Taxes, Appeal Range-2, Taxes Appeal Zone-2, Dhaka.
2. Immigration Officer, Hazrat Shahjalal International Airport, Kurmitola, Dhaka.
3. PA to Commissioner, Taxes Appeal Zone-2, Dhaka (With request to upload it in Taxes Appeal Zone-2, Dhaka's website).
4. Ms. Sawpna Chakraborty, Stenographer cum-Computer Operator, Appeal Range-2, Taxes Appeal Zone-2, Dhaka.
- ✓5. Office Copy.



22.02.2026

Md. Hadiul Islam Saikat
Assistant Commissioner of Taxes
Taxes Appeal Zone-2, Dhaka