

Government of the people's Republic of Bangladesh
Directorate of Technical Education
Section-04
F-4/B, Agargaon Administrative Area
Sher-E-Bangla Nagar, Dhaka-1207
www.techedu.gov.bd

Record Number: 57.03.0000.000.046.09.0001.23.127

Date: 14/06/2026

Office Order

Mst. Munjila Khatun, (Passport No: A22400143), Librarian, Office of the Rajshahi Government Polytechnic Institute, Rajshahi has been granted earned leave (Ex- Bangladesh) for performing holy Umrah hajj in the kingdom of Saudi Arabia from 16 June 2026 to 05 July 2026 or for 20 days from the date he proceeds to leave. This leave is granted under the following terms and conditions.

- a. He will draw his pay and other allowances in local currency. No part of it should be drawn in foreign currency;
- b. All related expenses of the travel will be borne by himself;
- c. The provisions of Clause 34 of Appendix VIII of Rule 234 of BSR (Part-1) will be applicable for this approval
- d. After return he will inform the authority immediately.

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



14-06-2026

Md. Humayun Kabir

Assistant Director

Phone : 02222243041

E-mail : dte.ec.ad4@gmail.com

Record Number: 57.03.0000.000.046.09.0001.23.127/1 (16)

Date: 14/06/2026

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

1. Senior Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
2. H.E. Ambassador, Saudi Arabian Embassy in Dhaka, Bangladesh, Gulshan, House 5 (NE) L, Road 8 3, Gulshan-2 Dhaka-1212.
3. H.E. Ambassador, Embassy of the People's Republic of Bangladesh, Riyadh, Saudi Arabia.
4. The Consul General, Consul General of the People's Republic of Bangladesh, Jeddah-21497, Saudi Arabia.
5. Director General, Department of Immigration & Passport, Dhaka.
6. Director (PIW/Admin), Directorate of Technical Education, Dhaka.
7. P S to Minister, Ministry of Education, Bangladesh Secretariat, Dhaka.
8. Principal, Rajshahi Government polytechnic Institute, Rajshahi [With a request to cut 20 (Twenty) days earn leave pay in his service book].
9. P S to Senior Secretary, Technical & Madrasha Education Division, Ministry of Education, Dhaka.

10. General Manager, Foreign Currency Control Cell, Bangladesh Bank, Dhaka.
11. Director, Hazrat Shahjalal International Airport, Dhaka/ Shah Amanat International Airport, Chattogram/Osmani International Airport, Sylhet.
12. Immigration Officer, Departure Department, Hazrat Shahjalal International Airport, Dhaka/ Shah Amanat International Airport, Chattogram/ Osmani International Airport, Sylhet.
13. Officer In-charge, ICT Cell, Directorate of Technical Education, Dhaka (with a request to publish the notification in DTE website).
14. P S to DG, Directorate of Technical Education, Dhaka (For Kind information of Director General).
15. Mst. Mujila Khatun, Librarian, Rajshahoi Governmet Polytechnic Institute, Rajshahi.
16. Office Copy.



A handwritten signature in black ink, appearing to read 'Md. Humayun Kabir', located to the right of the QR code.

14-06-2026
Md. Humayun Kabir
Assistant Director