

Government of the people's Republic of Bangladesh
Ministry of Religious Affairs
Office of The Administrator of Waqf's Bangladesh
4 New Eskaton Raod, Dhaka-1000
www.waqf.gov.bd



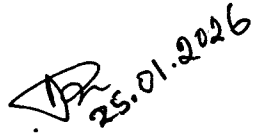
No- 16.02.0000.001.18.000.26/31

Date : 25/01/2026

Office Order

Md. Jashim Uddin, Office Assistant Cum Computer Typist, Head office has been granted earned leave (ex-Bangladesh) for performing the Holy Umrah in Saudi Arabia from 07/02/2026 to 21/02/2026, or for 15 (Fifteen) days from the date he proceeds to leave. This leave is granted under the following terms and condition:

- He will draw his pay and allowances in local currency, with no part to be drawn in foreign currency;
- All expenses related to the travel will be borne by him;
- If he wishes to stay abroad beyond the granted leave, he must obtain prior permission from the competent authority;
- The provision of Clause 34 of Appendix VIII of Rule 234 of BSR (Part 1) will be applicable for this approval.


S. M. Moniruzzaman
(Deputy Secretary)
Assistant Administrator
phone : 02-41032869
Email : waqf.gov.bd@gmail.com

No- 16.02.0000.001.18.000.23/

Date : /01/2026

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

- Secretary, Ministry of Foreign Affairs.
- Secretary, Ministry of Religious Affairs.
- H.E. High commissioner, High Commissionn of Saudi Arabia, Dhaka, Bangladesh
- Director General, Department of Immigration & Passport, Dhaka
- Director General, Hazrat Shahjalal International Airport, Dhaka/Shah Amanat International Airport, chattogram/Osmany International Airport, Sylhet.
- PS to Advisor (Joint Secretary), Ministry of Religious Affairs.

- 7) Deputy Administrator-2, Office of the Administrator of Waqf Bangladesh
- 8) Assistant Administrator (all) Office of the Administrator of Waqf's Bangladesh
- 9) Immigration officer, Hazrat Shahjalal International Airport, Dhaka/Shah Amanat International Airport, Chattogram/Osmany International Airport, Sylhet.
- 10) Assistant Programmer, Office of the Administrator of Waqf's Bangladesh (With request to publish in Waqf web portal).
- 11) Md. Jashim Uddin, Office Assistant Cum Computer Operator, Office of the Administrator of Waqf's Bangladesh
- 12) Office copy.