

Government of the People's Republic of Bangladesh
Ministry of Education
Secondary and Higher Education Division
Bangladesh Secretariat, Dhaka.
www.shed.gov.bd



Number:
37.00.0000.069.08.020.18.778

Date: 18/12/2021

Government Order

The undersigned is directed to inform that the authority is pleased to grant Ex-Bangladesh leave to the officers mentioned in the table below under the following terms & conditions:

Serial No.	Name, Designation & Present Address	Name of the Country	Purpose & Duration	Types of Leave
01	Mohammed Kamrul Hassan (13636) Associate Professor (Bangla) OSD, Directorate of Secondary and Higher Education(DSHE), Dhaka. Insitu: Ananda Mohan Government College, Mymensingh.	Saudi Arabia	For the purpose of performing the Holy Umrah for 14 (Fourteen) days from 18.12.2021 to 30.12.2021.	Vacation period leave.
02	Roxana Khanom (13037) Associate Professor (English) Government Brajalal College, Khulna.	India	For the purpose of treatment of her child for 14 (Fourteen) days from 18.12.2021 to 31.12.2021.	Vacation period leave.

Terms and Conditions:

- The Officers will not be allowed to stay abroad more than the approved period;
- The Officers will inform the authority after their return;
- The Officers will draw their pay and allowances in local currency. No part of it should be drawn in foreign currency;
- All related expenses of the travel will be borne by themselves;
- If it is necessary to take extra leave in addition to the approved leave,

the authority has to be informed through the concerned Embassy/High Commission as per the rules;

f. Travelling expenses will have to be shown in the income tax return.

2. This order has been issued with the approval of the competent authority.

By order of President,


18-12-2021

Mohammed Abu Naser Beg
Deputy Secretary

Number:

Date: 18/12/2021

37.00.0000.069.08.020.18.778/1(15)

Copy for Kind Information and Necessary Action,

- 1) Senior Secretary, Foreign Ministry
- 2) Director General, Department of Immigration & Passports (DIP)
- 3) Director General, Directorate of Secondary and Higher Education
- 4) Principal.....
- 5) PS to Minister, Ministry of Education, Bangladesh Secretariat, Dhaka
- 6) PS to Deputy Minister, Ministry of Education, Bangladesh Secretariat, Dhaka
- 7) PS to Secretary, Secondary and Higher Education Division, Ministry of Education
- 8) Chief Accounts Officer, Ministry of Education, 45 Purana Paltan, Dhaka
- 9) Senior Systems Analyst, ICT Branch, SHED
- 10) Mr/Mrs.....
- 11) Immigration Officer, Departure Department.....
- 12) Public Relations Officer, Ministry of Education, Bangladesh Secretariat, Dhaka
- 13) PO to Add. Secretary (College), SHED, Ministry of Education
- 14) PO to Joint Secretary (College), SHED, Ministry of Education
- 15) District/Upazila Accounts Officer.....