



Government of the People's Republic of Bangladesh
Ministry of Education
Secondary and Higher Education Division
Bangladesh Secretariat, Dhaka.
Government College-4 (www.shed.gov.bd)



Number:
37.00.0000.069.08.019.18.24

Date: 11/1/2022

Government Order

Md. Abdul Baten (1378), Professor (Physics), O.S.D, Directorate of Secondary and Higher Education (DSHE), Dhaka, Insitu: Tongi Government College, Gazipur has been granted earned leave on half average pay (Ex-Bangladesh leave) for the purpose of performing the Holy Umrah in Saudi Arabia for 15 (Fifteen) days from 13.01.2022 to 27.01.2022 or from the charge hand over date to 15 (Fifteen) days. This leave is granted under the following terms and conditions:

Terms and Conditions:

- a. The Officer will not be allowed to stay abroad more than the approved period;
- b. The Officer will inform the authority after his return;
- c. The Officer will draw his pay and allowances in local currency. No part of it should be drawn in foreign currency;
- d. All related expenses of the travel will be borne by himself;
- e. 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. The Provision of Rule 34 of Appendix VIII of BSR (Part-1) is applicable in this regard. That is to say, the officer has to start his leave within the 35 (thirty Five) days from the date of this order as this order will not remain in force after the 35 (thirty five) days from the making thereof and
- g. 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,



11-01-2022

Mohammed Abu Naser Beg
Deputy Secretary

Number:

Date: 11/1/2022

37.00.0000.069.08.019.18.24/1(15)

Copy for Kind Information and Necessary Action:

- 1) Senior Secretary, Ministry of Foreign Affairs
- 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, Secondary and Higher Education Division
- 10) Md. Abdul Baten (1378), Professor (Physics), O.S.D, Directorate of Secondary and Higher Education (DSHE), Dhaka, Insitu: Tongi Government College, Gazipur
- 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-2), SHED, Ministry of Education
- 15) District/Upazila Accounts Officer.....