

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



Number:
37.00.0000.069.08.020.18.627

Date: 7/11/2021

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	Dr. Dilara Afroj (10425) Professor (Chemistry) Officer on Special Duty, Directorate of Secondary and Higher Education, Dhaka. Attachment: Vawal Bodre Alam Govt. College, Gazipur.	Saudi Arabia	For the purpose of performing the Holy Umrah & meet with her husband from 29.11.2021 to 15.12.2021 for 17 (Seventeen) days on half average pay & 16 (Sixteen) days from 16.12.2021 to 31.12.2021 on vacation period leave.	Half Average Pay & Vacation Period Leave.
02	Seema Rani Mondal (15744) Associate Professor (Chemistry) Officer on Special Duty, Directorate of Secondary and Higher Education, Dhaka. Attachment: Government B. L. College, Khulna.	India	For the purpose of treatment of her father for 15 (Fifteen) days from 26.10.2021 to 06.11.2021 or from the charge hand over date to 15 (Fifteen) days.	Half Average Pay.

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;

- c. The Officers will draw their 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 themselves;
- 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 officers have to start their 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,



08-11-2021

Mohammed Abu Naser Beg
Deputy Secretary

Number:

Date: 7/11/2021

37.00.0000.069.08.020.18.627/1(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) 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.....