



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:
37.00.0000.069.08.019.18.437

Date: 30/3/2023

Government Order

Roxana Khanom (13037), Associate Professor (English), Government Brajalal College, Khulna has been granted Ex-Bangladesh leave that is converted from vacation period for 15 (Fifteen) days from 23.03.2023 to 06.04.2023 for the purpose of performing the holy Umrah in Saudi Arabia. This leave is granted under the following terms and conditions:

Terms and Conditions:

- The Officer will not be allowed to stay abroad more than the approved period;
- The Officer will inform the authority after her return;
- The Officer will draw her 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 herself and
- Travelling expenses will have to be shown in the income tax return.

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

By order of President,

30-03-2023

Mst. Rokeya Parvin
Deputy Secretary (Add.
Duty)

Number:

Date: 30/3/2023

37.00.0000.069.08.019.18.437/1(13)

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(DSHE)
- 4) Principal.....
- 5) PS to Minister, Ministry of Education, Bangladesh Secretariat, Dhaka
- 6) PS to Secretary, Secondary and Higher Education Division, Ministry of Education
- 7) Senior Systems Analyst, ICT Branch, SHED
- 8) Chief Accounts Officer, Ministry of Education, 45 Purana Paltan, Dhaka
- 9) Roxana Khanom (13037), Associate Professor (English), Government Brajalal College, Khulna
- 10) Public Relations Officer, Ministry of Education, Bangladesh Secretariat, Dhaka
- 11) Immigration Officer, Departure Department.....
- 12) PO to Add. Secretary (College), SHED, Ministry of Education
- 13) District/Upazila Accounts Officer.....