



Government of the People's Republic of Bangladesh
Ministry of Education
Secondary and Higher Education Division
Bangladesh Secretariat, Dhaka.
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Number:
37.00.0000.069.08.003.23.1531

Date: 9/11/2023

Government Order

Roxana Khanom (13037), Associate Professor (English), Government Brajalal College, Khulna has been granted earned leave on half average pay for 05 (Five) days from 08.12.2023 to 12.12.2023 & Vacation period leave for 02 (Two) days from 13.12.2023 to 14.12.2023 which all are equal to 07 (Seven) days for the purpose of treatment in Thailand. 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;
- Travelling expenses will have to be shown in the income tax return and
- Granted earned leave on half average pay leave is non-cancelable.

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

By order of President,

09-11-2023

Mst. Rokeya Parvin

Deputy Secretary

Number:

Date: 9/11/2023

37.00.0000.069.08.003.23.1531/1(14)

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), Dhaka
- 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) Systems Analyst, ICT Branch, Secondary and Higher Education Division
- 10) Roxana Khanom (13037), Associate Professor (English), Government Brajalal College, Khulna
- 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) District/Upazila Accounts Officer.....