

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](http://www.shed.gov.bd))

Number: 37.00.0000.069.008.092.2016.330(a)

Date: 09/04/2024

**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:

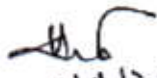
Serial No.	Name, Designation & Present Address	Name of the Country	Purpose & Duration of the visit	Types of Leave
01	Naila Akhter (10191) Associate Professor (Geography and Environment) Dhaka College, Dhaka.	Saudi Arabia	For the purpose of performing the holy Umrah for 15 (Fifteen) days from 21.04.2024 to 05.05.2024 or from the charge hand over date to 15 (Fifteen) days.	Earned Leave on half average pay.
02	Md. Moniruzzaman (10749) Associate Professor (Professional Ethics) Government Teachers' Training College, Jashore.	Saudi Arabia	For the purpose of performing the holy Umrah for 15 (Fifteen) days from 16.04.2024 to 30.04.2024 or from the charge hand over date to 15 (Fifteen) days.	Earned Leave on half average pay.

Terms and Conditions:

- a. The Officers will not be allowed to stay abroad more than the approved period;
- b. 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. Travelling expenses will have to be shown in the income tax return;
- 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 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. Granted Leave is non-cancelable.

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

By order of President,

  
9/4/24

Khodeja Khatun  
Deputy Secretary (Add. Duty)

Number: 37.00.0000.069.008.092.2016.330(a)

Date: 09/04/2024

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 Secretary, Secondary and Higher Education Division, Ministry of Education
- 7) Chief Accounts Officer, Ministry of Education, 45 Purana Paltan, Dhaka
- 8) Systems Analyst, ICT Branch, Secondary and Higher Education Division
- 9) Mr. ....
- 10) Public Relations Officer, Ministry of Education, Bangladesh Secretariat, Dhaka
- 11) Immigration Officer, Departure Department.....
- 12) Public Relations Officer, Ministry of Education, Bangladesh Secretariat, Dhaka
- 13) District/Upazila Accounts Officer.....