



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



Number:
37.00.0000.069.08.002.23.729

Date: 20/5/2023

Government Order

Shafinaz Sultana (12044), Associate Professor (Zoology), Government Titumir College, Dhaka has been granted earned leave on half average pay (Ex-Bangladesh leave) for 10 (Ten) days from 15.06.2023 to 24.06.2023 & Vacation period leave for 12 (Twelve) days from 25.06.2023 to 06.07.2023 which all equal to 22 (Twenty Two) days for the purpose of performing the holy hajj 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.

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

By order of President,

20-05-2023

Mst. Rokeya Parvin
Deputy Secretary (Add.
Duty)

Number:

Date: 20/5/2023

37.00.0000.069.08.002.23.729/1

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) Senior Systems Analyst, ICT Branch, Secondary and Higher Education Division
- 10) Shafinaz Sultana (12044), Associate Professor (Zoology), Government Titumir College, Dhaka
- 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.....