



Government of the People's  
Republic of Bangladesh  
Ministry of Public Administration  
Field Administration-2



Number:  
05.00.0000.139.08.003.19-333

Date: 31/5/2022

**Notification**

The undersigned is directed to convey that Helena Perveen (16949), Upazila Nirbahi Officer, Nalitabari, Sherpur has been granted earned leave (ex-Bangladesh) to perform Holy Hajj in Saudi Arabia for 50 days starting from 01-06-2022 or from the date of commencement of leave. This leave is granted under the following terms and conditions :

- a. She will draw her pay and allowances in local currency. No part of it should be drawn in foreign currency;
- b. All related expenses of the visit will be borne by herself;
- c. Her Husband- Md. Wazid Ali will accompany her during the travels;
- d. The provision of Rule 34 of Appendix VIII of BSR (Part-1) is applicable for this approval.

By order of President

31-05-2022

K.M. Al-Amin  
Deputy Secretary  
Phone: 223355443  
Email: fa2@mopa.gov.bd

Number:

Date: 31/5/2022

05.00.0000.139.08.003.19-333/1(15)

Copy for Kind Information and Necessary Action (Not according to seniority) :

- 1) Cabinet Secretary, Cabinet Division, Dhaka.
- 2) Principal Secretary, Prime Minister's Office, Dhaka.
- 3) Foreign Secretary, Ministry of Foreign Affairs Dhaka, Dhaka.
- 4) H.E. Ambassador, Embassy of the Kingdom of Saudi Arabia, Bangladesh/H.E. Ambassador, Embassy of Bangladesh, Riyadh, Saudi Arabia.
- 5) Divisional Commissioner, Mymensingh.
- 6) Director General, Department of Immigration & Passport, Dhaka.
- 7) Deputy Commisioner, Sherpur.
- 8) PS to Minister of State, Ministry of Public Administration.
- 9) PS to Senior Secretary, Ministry of Public Administration.
- 10) Director, Hazrat Shahjalal International Airport, Dhaka/Shah Amanat International Airport, Chattogram/Osmany International Airport, Sylhet.
- 11) Helena Perveen (16949), Upazila Nirbahi Officer, Nalitabari, Sherpur.
- 12) Senior Systems Analyst, PACC, Ministry of Public Administration.  
(with request to display in MoPA website).
- 13) Immigration Officer, .....
- 14) Upazila/District Accounts Officer, Nalitabari, Sherpur.
- 15) Personal Officer to Additional Secretary /Joint Secretary(All) Ministry of Public Administration.