

Government of the People's Republic of Bangladesh
Ministry of Public Administration
Admin-1
www.mopa.gov.bd

Record Number: 05.00.0000.110.08.095.22.353

Date: 28/3/2023

Office Order

The undersigned is directed to convey Government's approval of ex-Bangladesh leave in favour of Ramisa Jahan (ID-11354), Senior Assistant Secretary, Ministry of Public Administration for performing Holy Hajj in Saudi Arabia from 21.05.2023 to 04.07.2023 or 45 (Forty Five) days from the date of availing the leave 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 travel will be borne by herself;
- (c) The provision of Rule 34 of Appendix VIII of BSR (Part-1) is applicable for this approval.

02. Ramisa Jahan's husband- Md. Abdul Jalil Howlader will accompany her during this travel.



28-03-2023

Alauddin Ali

Deputy Secretary

Phone: 55100216

Email:

adminint@mopa.gov.bd

Record Number:

Date: 28/3/2023

05.00.0000.110.08.095.22.353/1(11)

Copy for Kind Information and Necessary Action,

- 1) Senior Secretary, Ministry of Foreign Affairs.
- 2) H.E. Ambassador, Embassy of the Kingdom of Saudi Arabia, Bangladesh/H.E. Ambassador Embassy of Bangladesh, Riyadh, Saudi Arabia.

- 3) Director General, Department of Immigration & Passport, Dhaka.
- 4) Joint Secretary, Public Administration Computer Center, Ministry of Public Administration.
- 5) PS to Senior Secretary, Secretary's Office, Ministry of Public Administration.
- 6) Chief Accounts & Finance Officer, Ministry of Public Administration.
- 7) Senior System Analyst, Office of the Senior Systems Analyst, Ministry of Public Administration (With request to publish in website).
- 8) Ramisa Jahan (ID-11354), Senior Assistant Secretary, Public Administration Computer Center, Ministry of Public Administration.
- 9) Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka/Shah Amanat International Airport, Chattogram/Osmany International Airport, Sylhet.
- 10) Accounts Officer, Account Cell, Ministry of Public Administration.
- 11) Office copy/personal copy.



28-03-2023

Alauddin Ali
Deputy Secretary