

Government of the People's Republic of Bangladesh  
Directorate of Secondary and Higher Education  
Bangladesh, Dhaka.  
[www.dshe.gov.bd](http://www.dshe.gov.bd)

**Office Order**

No: 37.02.0000.103.25.016.2019/12001

Date : 04 /11/2019

The following officers of the BCS (General Education) cadre have been sanctioned ex-Bangladesh leave, for the mentioned country and time schedule according to the order No-37.00.0000.069.015.062.13.532. dated:24.05.2017, Ministry of Education of the Government of the People's Republic of Bangladesh.

Sl No	Name, Designation and Present Working Place	Country	Traveling Purpose and time Schedule	Type of Leave
1.	Farjana Rasul-16584 Assistant Professor , Political Science OSD, Directorate of Secondary and Higher Education, Dhaka Attached-Assistant Director Non-Government Teachers' Registration and Certification Authority (NTRCA)	India, Vietnam & Singapore	To visit the Sights & Historical places for 09 (Nine) days starting from 13/12/2019 to 21/12/2019 or the date of the release from her duty	earned leave with average pay
2	A.Z.M. Hasan Kabir-18152 Assistant Professor , Political Science Cumilla Victoria Govt. College, Cumilla	India	For the purpose of Son's treatment 16 (Sixteen) days starting from 16/12/2019 to 31/12/2019	Vacation Leave
3	Abu Naser Khan-15124 Assistant Professor , Political Science Cheora Govt college, Comilla	United States	To visit the Sights for 15 (Fifteen) days starting from 07/11/2019 to 21/11/2019 or the date of the release from her duty	earned leave with average half pay

**Terms and Conditions:**

- They will not be allowed to overstay abroad beyond the sanctioned time;
- They will report to the concerned authority soon after their coming back to the home country;
- They will draw their pay and allowances in local currency as per rules, no part of it should be drawn in foreign currency;
- All related expenses of the travel will be borne by them personally;
- The stated travelling expenses will have to be shown in the income tax return as per rules;and
- In case of leave acquired in full / paid wages, leave must be initiated within 35 days of leave approval in accordance with Article 34 of Annexure-8 of BSR Part-I; Otherwise the order will be deemed cancelled.

Sd:/  
(Prof. Dr. Syed Md. Golam Faruk)  
Director General  
Phone: +88-02-9553542

No: 37.02.0000.103.25.016.2019/ 12001/11

Date : 04 /11/2019

**Copy forwarded for information and necessary action to (not as per seniority):**

- Senior Secretary, Secondary and Higher Education Division, Ministry of Education, Bangladesh Secretariate, Dhaka.
- Secretary, Ministry of Foreign Affairs, Shegun Bagicha, Dhaka.
- Director General, Directorate of Immigration and Passport, Agargaon, Dhaka.
- Chairman, Bangladesh Civil Aviation Authority, Bangladesh, Dhaka.
- Immigration Officer, Departure Department.....
- Chief Accounts Officer Ministry of Education, 45 Purana Paltan, Dhaka.
- Principal .....
- Mr.....
- Division/ District/Upazilla accounts officer.....
- Personal Assistant to the Director General, Secondary and Higher Education Department, Bangladesh, Dhaka
- Office Copy.

  
(Mir Rahat Masum-16398)  
Assistant Director (College-4)  
Phone: 9556062