

Government of the People's Republic of Bangladesh
Directorate of Secondary and Higher Education
Bangladesh, Dhaka.
www.dshe.gov.bd

No-37.02.0000.104.25.007.2023.290

Date: 16 April 2023

Office Order

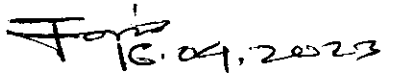
The undersigned is directed to inform that the authority is pleased to grant Ex-Bangladesh leave to the officer mentioned in the table below under the following terms & conditions:

Sl. No	Name, Designation & Present Working place	Name of Country	Purpose & Duration	Type of Leave
1	RUBAYET SHARMIN (22916) Assistant Professor (Bangla) Dhaka College, Dhaka.	The United Kingdom (UK)	For the purpose of treatment for 12 (twelve) days from 16/04/2023 to 27/04/2023.	Vacation Period Leave
2	MD. ASHRAFUL ISLAM (22203) Assistant Professor (Bangla) Kushtia Govt. Central College, Kushtia.	India	For the purpose of treatment of daughter for 15 (fifteen) days from 20/05/2023 to 03/06/2023 or from the charge hand over date to 35 (thirty five) days.	Earned leave on half average pay

Terms and Conditions:

- 1) The officer will not be allowed to stay abroad more than the approved time.
- 2) The officer will inform the concerned authority soon after his/her return.
- 3) The officer will draw his/her pay and allowances in local currency as per rules. No part of it should be drawn in foreign currency.
- 4) All related expenses of the travel will be borne by himself/herself.
- 5) Travelling expenses will have to be shown in the income tax return.
- 6) If it is necessary to take extra leave in addition to the approved leave, the authority has to be informed through the concerned Embassy/High Commission as per the rules.

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


(Md. Tanvir Hasan)
Assistant Director (College-2)

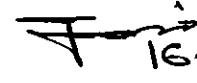
No-37.02.0000.104.25.007.2023.290/11

Date: 16 April 2023

Copy for kind information and necessary action (not as per seniority).

1. Secretary, Secondary and Higher Education Division, Ministry of Education, Secretariat of Bangladesh, Dhaka.
2. Secretary, Ministry of Foreign Affairs, Shegun Bagicha, Dhaka.
3. Director General, Directorate of Immigration and Passport, Agargaon, Dhaka.
4. Chairman, Bangladesh Civil Aviation Authority.
5. Immigration officer, Departure Department.....

6. Chief Accounts Officer, Ministry of Education, 45 Purana Paltan, Dhaka.
7. Principal.....
8. Mr. / Mrs.
9. Division/District/Upazilla Accounts Officer.....
10. PS to Director General, Directorate of Secondary and Higher Education, Bangladesh, Dhaka.
11. Office Copy.

 16.04.2023

(Md. Tanvir Hasan)
Assistant Director (College-2)