

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)

No-37.02.0000.104.03.001.22.295

Date: 16 February 2023

**Office Order**

Md. Shafiqul Haque (19137125013), Lecturer (Philosophy), Moulvibazar Govt. Women's College, Moulvibazar has been granted Ex-Bangladesh Leave that is earned leave on half average pay for 31 (thirty one) days from 20/02/2023 to 22/03/2023 and converted from vacation period for 14 (fourteen) days from 23/03/2023 to 05/04/2023 which all equal to 45 (forty five) days for the purpose of treatment of his wife in India. This leave is granted under the following terms & conditions:

**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.

  
16.02.2023

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

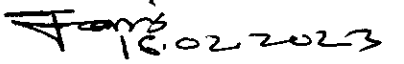
No-37.02.0000.104.03.001.22.295/1 (12)

Date: 16 February 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. PS to Chairman, Bangladesh Accreditation Council, Dhaka.
8. Mr./ Mrs.....
9. Division/District/Upazilla Accounts Officer.....
10. PS to Director General, Directorate of Secondary and Higher Education,  
Bangladesh, Dhaka.
11. District/Upazila Accounts Officer .....
12. Office Copy.



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