



Government of the People's Republic of Bangladesh
Ministry of Primary and Mass Education
Admin-2



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Record Number: 38.00.0000.002.08.001.24.834

Date: 12/6/2024

Office Order

As Per Rule 3(i) and (ii) of the Prescribed Leave Rules 1959, The following officer has been granted earned leave (ex-Bangladesh) under the following terms and conditions mentioned at Para 02:

Name, designation and address	Name of Country	Purpose of visit	Granted Leave
Nazma Binte Kadir, Instructor, Thana Resource Center, Kotwali, Dhaka.	United State of America (USA)	Attending convocation ceremony of girls studying in America	12/06/2024 to 26/06/2024 or 15 days from departure

02. Terms and Conditions:

- She will not stay abroad more than the period granted for the purpose;
- All expenses in connection with this visit will be borne by her-self;
- She will draw her usual pay and allowances from Bangladesh in local currency. No part of it should be drawn in foreign currency;
- There will be no financial involvement of the Government of Bangladesh regarding this visit;
- She must inform her controlling authority before leaving the country;
- The provision of Rule-34 of Appendix-viii, B.S.R (Part-1) will be applicable in connection of their visit.

03. She will be accompanied by her husband Md. Shariful Emdad. All expenses of the family members during the visit will be borne by the concern officer.

04. This order is issued with approval of the competent authority.

12-06-2024

Dr. Bilkish Begum
Deputy Secretary
Phone: 02-55100928
Email:

Record Number:

Date: 12/6/2024

38.00.0000.002.08.001.24.834/1(15)

Copy for Kind Information and Necessary Action,

- 1) Senior Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka [(Atten: DG (Consular) With a request for necessary arrangements and issuance of Note Verbale)].
- 2) Senior Secretary, Public Security Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka
- 3) H.E. Ambassador, Embassy of the People's Republic of Bangladesh, Washington DC, USA.
- 4) H.E. Ambassador of the United States of America in Bangladesh, Diplomatic Zone, Baridhara, Dhaka.
- 5) Director General, Directorate of Primary Education, Mirpur, Dhaka.
- 6) Director General, Department of Immigration and Passports, Dhaka. (Attention: Dy. Director, Passport).
- 7) PS to Hon'ble State Minister, Ministry of Primary & Mass Education, Bangladesh Secretariat, Dhaka.
- 8) Director, CAAB, Hazrat Shahjalal International Airport, Dhaka.
- 9) PS to Secretary, Ministry of the Primary & Mass Education, Bangladesh Secretariat, Dhaka.
- 10) Programmer, Ministry of Primary & Mass Education (with a request to upload the Government Order on MoPME's website).
- 11) Superintendent, Primary Teachers Training Institute (PTI), Dhaka.
- 12) Chief Accounts and Finance Officer, Ministry of Primary and Mass Education, CGA Bhaban, Shegun Bagicha, Dhaka.
- 13) Nazma Binte Kadir, Instructor, Thana Resource Center, Kotwali, Dhaka.
- 14) Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
- 15) Office Copy, (save file)



12-06-2024

Dr. Bilkish Begum
Deputy Secretary