



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



www.mopme.gov.bd

Record Number: 38.00.0000.002.08.011.19.600

Date: 30/4/2024

### 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
Israt Arefin, Instructor (General), Primary Teachers Training Institute (PTI), Jashore.	The Kingdom of Saudi Arabia	To perform Holy Hajj	17/05/2024 to 30/06/2024 or 45 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. Shahnewaz Sabir and son Md. Nameer Alvan Sabir during the travel. All expenses of her family members will be borne by her.

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

30-04-2024

Dr. Bilkish Begum  
Deputy Secretary  
Phone: 02-55100928

Email:  
dsad2@mopme.gov.bd

Record Number:

Date: 30/4/2024

38.00.0000.002.08.011.19.600/1(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) HE the Ambassador, Bangladesh Embassy in the Kingdom of Saudi Arabia, Riyadh, Saudi Arabia.
- 4) HE the Ambassador, The Royal Embassy of Saudi Arabia, House 5, Road 83, Gulshan-2, Dhaka- 1212.
- 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, PTI, Jashore.
- 12) District Accounts and Finance Officer, Jashore.
- 13) Israt Arefin, Instructor (General), Primary Teachers Training Institute (PTI), Jashore.
- 14) Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
- 15) Office Copy, (save file)



30-04-2024

Dr. Bilkish Begum  
Deputy Secretary