



Government of the People's Republic of Bangladesh
Directorate of Secondary and Higher Education
Bangladesh, Dhaka.
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No: 37.02.0000.103.25.003.21.45

Date: 12/01/2023

Office Order

Mrs. Sahida Tamanna (18136136008), Lecturer (Geography), Eden Mohila College, Dhaka has been granted earned leave on half average pay (Ex-Bangladesh leave) for the purpose of treatment in India for 30 (Thirty) days from 17.02.2023 to 18.03.2023 or from the charge hand over date to 30 (Thirty) days. This leave is granted under the following terms and conditions.

Terms and Conditions:

- The Officer will not be allowed to overstay abroad beyond the sanctioned time;
- The Officer will report to the concerned authority soon after their coming back to the home country;
- The Officer 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 herself; and
- The stated travelling expenses will have to be shown in the income tax return as per rules.
- The Provision of Rule 34 of Appendix VIII of BSR (Part-1) is applicable in this regard. This is to say, the officer has to start her leave within the 35 (Thirty Five) days from the date of this order as this order will not remain in force after the 35 (Thirty Five) days from the making thereof.

2. This order has been issued with the approval of the competent authorities.

Mir Rahat Masum-16398
Assistant Director (College-4)
Phone: 41050287

No: 37.02.0000.103.25.003.21.45

Date: 12/01/2023

Copy for kind information and Necessary Action (Not as per Seniority):

- Secretary, Secondary and Higher Education Division, Ministry of Education, Bangladesh Secretariate, Dhaka.
- Senior Secretary, Ministry of Foreign Affairs, Shegun Bagicha, Dhaka.
- Director General, Directorate of Immigration and Passport, Agargaon, Dhaka.

4. Chairman, Bangladesh Civil Aviation Authority, Bangladesh, Dhaka.
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. Personal Assistant to the Director General, Secondary and Higher Education
Department, Bangladesh, Dhaka.
11. Office Copy.