

Government of the People's Republic of Bangladesh
Ministry of Education
Secondary and Higher Education Division
Bangladesh Secretariat, Dhaka.
Government College-4 (www.shed.gov.bd)



Number:
37.00.0000.069.08.019.18.1234

Date: 14/12/2022

Government Order

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

Serial No.	Name, Designation & Present Address	Name of the Country	Purpose & Duration	Types of Leave
01	Mahfuza Khanam (12041) Associate Professor (Management) OSD at the Directorate of Secondary and Higher Education (DSHE), Dhaka. Insitu: Kabi Nazrul Government College, Dhaka.	India	For the purpose of treatment for 15 (Fifteen) days from 17.12.2022 to 31.12.2022.	Vacation period leave.
02	Roxana Khanom (13037) Associate Professor (English) Government Brajalal College, Khulna.	India & Thailand	For the purpose of treatment of her husband on vacation period leave for 17 (Seventeen) days from 15.12.2022 to 31.12.2022 & earned leave on half average pay for 13 (Thirteen) days from 01.01.2023 to 13.01.2023 which all equal to 30 (Thirty) days.	Vacation period leave & Earned leave on half average pay.

Terms and Conditions:

- a. The Officers will not be allowed to stay abroad more than the approved period;
- b. The Officers will inform the authority after their return;
- c. The Officers will draw their pay and allowances in local currency. No part of it should be drawn in foreign currency;
- d. All related expenses of the travel will be borne by themselves and
- e. Travelling expenses will have to be shown in the income tax return.

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

By order of President,



14-12-2022

Mst. Rokeya Pervin
Deputy Secretary (Add.
Duty)

Number:

Date: 14/12/2022

37.00.0000.069.08.019.18.1234/1(13)

Copy for Kind Information and Necessary Action:

- 1) Senior Secretary, Ministry of Foreign Affairs
- 2) Director General, Department of Immigration & Passports (DIP)
- 3) Director General, Directorate of Secondary and Higher Education(DSHE)
- 4) Principal.....
- 5) PS to Minister, Ministry of Education, Bangladesh Secretariat, Dhaka
- 6) PS to Secretary, Secondary and Higher Education Division, Ministry of Education
- 7) Chief Accounts Officer, Ministry of Education, 45 Purana Paltan, Dhaka
- 8) Senior Systems Analyst, ICT Branch, SHED, Ministry of Education
- 9) Mrs.....
- 10) Immigration Officer, Departure Department.....
- 11) Public Relations Officer, Ministry of Education, Bangladesh Secretariat, Dhaka
- 12) PO to Add. Secretary (College), SHED, Ministry of Education
- 13) District/Upazila Accounts Officer.....