

**Government of the Peoples Republic of Bangladesh**  
Secondary and Higher Education Division  
Ministry of Education  
Government College Branch-04  
[www.shed.gov.bd](http://www.shed.gov.bd)

No : 37.00.0000.069.08.087.17-1166

Date : 02/11/2017

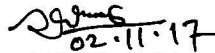
**Notification**

Dr. Rehena Khatun (9648), Associate Professor (Zoology), attached in Teaching Quality Improvement-II TQI in OSD in the Directorate of Secondary and Higher Education (DSHE) has been granted earned leave with full average pay (ex-Bangladesh) for travelling to Australia, Singapore and Indonesia for 14 days starting from 29.10.2017 to 11.11.2017 or from the date of commencement of leave. This leave is granted under the following terms and conditions:

**Terms and Conditions:**

- a) The Officer will not be allowed to stay abroad more than the approved period ;
  - b) The Officer will inform the authority after her return ;
  - c) The Officer will draw his 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 her;
  - e) The Provision of Rule 34 of Appendix VIII of BSR (Part-1) is applicable for his approval and
  - f) Travelling expenses will have to be shown in the income tax return.
2. This order has been issued with the approval of competent authority.

By order of the President

  
(Murshida Sharmin)  
Deputy Secretary  
Phone : 02-9570663

No : 37.00.0000.069.08.087.17-1166

Date : 02/11/2017

Copy forwarded for information and necessary action to:

1. Secretary, Ministry of Foreign Affairs, Shegun Bagicha, Dhaka
2. H.E The Ambassador, Bangladesh Embassy, Australia, Singapore and Indonesia/ H.E The Ambassador, The Embassy of Australia, Singapore and Indonesia in Dhaka.
3. Director General, Directorate of Immigration and Passport, Agargaon, Dhaka
4. Chairman, Board of Intermediate and Secondary Education, Dhaka.
5. Director, BANBEIS, Palashi, Nilkhet, Dhaka
6. Chief Accounts Officer, Ministry of Education, 45 Purana Paltan, Dhaka
7. Senior System Analyst, Ministry of Education, Secretariat of Bangladesh, Dhaka (With request to publish in web-site.)
8. Immigration Officer, Departure Department, Hazrat Shajalal (R) International Airport, Dhaka
9. Accounts Officer, Dhaka
10. Mr.....