

The memorandum of the same date, and successor

Government of the People's Republic of Bangladesh  
Ministry of Education  
Secondary & Higher Education Division  
(Adm. & Est.)  
[www.shed.gov.bd](http://www.shed.gov.bd)

No- 37.00.0000.061.18.09.2015-857

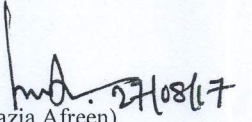
Date: 13.08.2017

Office Order

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh for Dr. Aruna Biswas, Additional Secretary, Secondary & Higher Education Division, Ministry of Education along with her husband Mr. Biswajit Saha to visit China and Bhutan from 24.09.2017 to 28.09.2017 (05 days) or from the date of commencement of journey as Ex-Bangladesh leave (Earn Leave) under the following terms and conditions:

- 1.1 All expenses of this travel will be borne by herself;
- 1.2 The government will not have any financial responsibilities for the travel;
- 1.3 She will not be provided any part of the salary and allowances in foreign currency;
- 1.4 She will not be allowed to stay abroad more than the approved period.

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

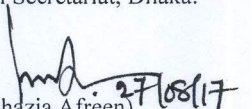
  
(Shazia Afreen)  
Senior Assistant Secretary  
Phone: 9549130  
E-mail : sas\_admin1@moeu.gov.bd

No- 37.00.0000.061.18.09.2015-857

Date: 13.08.2017

**Copy for information and necessary action to: (Not according to seniority):**

1. Dr. Aruna Biswas, Additional Secretary, Secondary & Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka.
2. Additional Secretary (Development), Secondary & Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka.
3. Joint Secretary (Admin), Secondary & Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka.
4. PS to Minister, Ministry of Education, Bangladesh Secretariat, Dhaka.
5. Director General (Consular), Consular Section, Ministry of Foreign Affairs, Dhaka.
6. Director, Hazrat Shahjalal International Airport, Dhaka.
7. PS to Secretary, Security Services Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
8. PS to Secretary, Secondary & Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka.
9. ✓ Senior System Analyst, Secondary and Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka (With a request to publish the office order at MoE website).
10. Chief Accounts Officer, Ministry of Education, 45, Purana Paltan, Dhaka.
11. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
12. Accounts Officer, Secondary and Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka.
13. Office Copy.

  
(Shazia Afreen)  
Senior Assistant Secretary