

Government of the People's Republic
of Bangladesh
Ministry of Social Welfare
Branch: Administration-1
Bangladesh Secretariat, Dhaka 1000
www.msw.gov.bd

Number: 41.00.0000.016.004.17.17.122

Date: 21/1/2019


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Ms. Mahmuda Min Ara, Managing Director (Additional Secretary), Jatiyo Protibondhi Unnayan Foundation, Ministry of Social Welfare has been granted earned leave (ex-Bangladesh) for Travelling to Singapore for 10 (ten) days starting from 06 January 2019 to 15 January 2019 or from the date of commencement of leave. The leave is granted under the following terms and conditions:

1. She will draw her pay and allowances in local currency. No part of it shall be drawn in foreign currency;
2. All expenses relating to the travel will be borne by the concerned officer under above leave;
3. She will not stay abroad more than the period approved;
4. The Provision of Rule 34 of Appendix VIII of BSR (Part-1) will be applicable in case of the said leave.

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

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21-Jan-2019

MD.ABUL AMIN
Deputy Secretary
Phone: 9540550
Email: sasadmin1@msw.gov.bd

Number:

Date: 21/1/2019

41.00.0000.016.004.17.17.122/1(16)

Copy for Kind Information and Necessary Action,

- 1) Senior Secretary, Ministry of Public Administration Bangladesh secretariat, Dhaka.
- 2) Foreign Secretary, Ministry of Foreign Affairs, Dhaka. {Attention: Director (consular) with request to issue Note Verbale}.
- 3) H.E Consul, Singapore Embassy, Ventura Avenue (5th floor), CWN ©-8/B Gulshan Avenue, Bir Uttam Mir Shawkat Sharak, Dhaka 1212, Bangladesh.
- 4) H.E High Commissioner, Bangladesh High Commission, Jit Pot Building, 19 Keppel Road#04-00 (Consular and Labour Wing) #10-00 (Diplomatic and Commercial Wing) Singapore 089058.
- 5) Director General, Department of Social Services, Agargaon, Dhaka.
- 6) Ms. Mahmuda Min Ara, Managing Director (Additional Secretary), Jatiyo Protibondhi Unnayan Foundation, Mirpur, Dhaka.
- 7) Director General, Department of Immigration & Passport, Agargaon, Sher-e-Bangla Nagar, Dhaka.
- 8) PS to Honorable Minister, Ministry of Social Welfare, Bangladesh Secretariat, , Dhaka.
- 9) Director, Hazrat Shahjalal (R) International Airport, Dhaka.
- 10) PS to Honorable State Minister, Ministry of Social Welfare, Bangladesh Secretariat, Dhaka.
- 11) PS to Secretary, Ministry of Social Welfare, Bangladesh Secretariat, Dhaka.
- 12) Chief Accounts Officer, Ministry of Social Welfare, Segunbagicha, Dhaka.
- 13) System Analyst, Ministry of Social Welfare , Dhaka (with request to display in MoSW website).
- 14) Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka.
- 15) Accounts officer, Ministry of Social Welfare. Bangladesh secretariat, Dhaka.
- 16) Accounts officer,, Managing Director (Additional Secretary), Jatiyo Protibondhi Unnayan Foundation, Dhaka.