

Government of the People's Republic of Bangladesh
Bangladesh Ansar & Village Defence Party
Headquarter's, Khilgaon, Dhaka-1219
www.ansarvdp.gov.bd

Memo No- 44.03.0000.011.38.067.19-1359

Date: 19/05/1426 Bangla
03/09/2019 AD

OFFICE ORDER

As per the Prescribed Leave Rules-1959, the following Staff of Bangladesh Ansar and VDP has been granted Ex-Bangladesh leave to visit Saudi Arabia for the mentioned period.

Sl. No.	Name, Designation & Posting	Purpose	Accompany	Approved Leave
1.	Shahana Yesmin Upper Division Assistant Cum Accountant, Store Branch, Bangladesh Ansar & VDP Headquarter's, Khilgaon, Dhaka.	Umrah Hajj	Zohurul Islam Relation: Husband.	15 (Fifteen) days from 15/09/2019 to 29/09/2019 or from the actual date of journey (excluding travel & transit time).

2. The terms and conditions are as follows:
- While traveling abroad he/she will get salary/allowances in Bangladeshi currency;
 - In this visit there will be no financial implication of the government;
 - He/She can't over stay or exceed the approved period of time;
 - At the end of the visit, he/she will join in his post;
 - Rule-34 of Appendix-VIII of the B.S.R (part-1) will be applicable for this visit;
 - Jesmin Ara, Upazila Female Instructor, Attached; Store Branch, Bangladesh Ansar & VDP Headquarter's, Khilgaon, Dhaka, will perform the administrative duty of Shahana Yesmin in addition to his/her own duty.
3. This order is issued with the approval of the competent authority.


Md. Saifullah Russell 03/9/19

Director (Administration)
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Copy forwarded for kind information and necessary action (Not as seniority):

- Secretary, Public Security Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
- Secretary, Ministry of Foreign Affairs, Bangladesh Secretariat, Dhaka.
- Director General, Bangladesh Ansar and VDP, HQs, Khilgaon, Dhaka.
- Director General, Department of Immigration & Passport, Dhaka.
- Director, Hazrat Shahjalal International Airport, Dhaka/AH Land Port.
- General Manager, Foreign Exchange Policy Division, Bangladesh Bank, Dhaka.
- Chief Accounts Officer, Ministry of Home Affairs, ACB Bhaban, Segun Bagicha, Dhaka.
- Admin/Record Branch Bangladesh Ansar and VDP, HQs, Khilgaon, Dhaka.
- ICT Branch, Bangladesh Ansar and VDP, HQs, Khilgaon, Dhaka. (To Publish in Ansar & VDP Website)
- Deputy Director (Store Branch), Bangladesh Ansar and VDP, HQs, Khilgaon, Dhaka.
- Shahana Yesmin, Upper Division Assistant Cum Accountant, Store Branch, Bangladesh Ansar & VDP Headquarter's, Khilgaon, Dhaka.
- Jesmin Ara, Upazila Female Instructor, Attached; Store Branch, Bangladesh Ansar & VDP Headquarter's, Khilgaon, Dhaka.
- Office & Master Copy.


Director (Administration) 03/9/19