

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

Memo No- 44.03.0000.011.37.061.19-1991

Date : 19/08/1426 Bangla
04/12/2019 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 India for the mentioned period.

Sr. No.	Name, Designation & Place of Posting	Purpose	Accompany	Approved Leave
1.	Farjana Akter Mukta Office Assistant cum Computer Typist Operation (Communication) Branch, Ansar & VDP HQ's, Khilgaon, Dhaka.	Performing Holy Umrah Hajj	Rokeya Begum Relation: Mother	15 (Fifteen) days from 20/01/2020 to 03/02/2020 or from the actual date of journey (excluding travel & transit time).

2. The terms and conditions are as follows :

- While traveling abroad she will get salary/allowances in Bangladeshi currency;
- In this visit there will be no financial implication of the government;
- She can't over stay or exceed the approved period of time;
- At the end of the visit, she will join in his post;
- Rule-34 of Appendix-VIII of the B.S.R (part-1) will be applicable for this visit;
- Md. Ashraful Islam, Reg.No-1911763, Battalion Ansar, , 8 Ansar Battalion, Ansar VDP Academy, Shafipur, Gazipur, Attached: Operation (Communication) Branch, Ansar & VDP HQ's, Khilgaon, Dhaka will perform the administrative duty of Farjana Akter Mukta in addition to his own duty.

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


Md. Alamgir Sikder
Deputy Director (Administration)
Phone : +88-02-47217526
E-mail: ddadmin@ansarvdp.gov.bd
Date : 19/08/1426 Bangla
04/12/2019 AD

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

- Senior 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, HQ's, Khilgaon, Dhaka.
- Director General, Department of Immigration & Passport, Dhaka.
- Director, Hazrat Shahajalal International Airport, Dhaka/All Land Port.
- General Manager, Foreign Exchange Policy Division, Bangladesh Bank, Dhaka.
- Chief Accounts Officer, Ministry of Home Affairs, AGB Bhaban, Segun Bagicha, Dhaka.
- Admin/Record Branch Bangladesh Ansar and VDP, HQ's, Khilgaon, Dhaka.
- ICT Branch, Bangladesh Ansar and VDP, HQ's, Khilgaon, Dhaka. (To Publish in Ansar & VDP Website)
- Deputy Director (Communication), Bangladesh Ansar and VDP, HQ's, Khilgaon, Dhaka.
- Farjana Akter Mukta, Office Assistant cum Computer Typist
Operation (Communication) Branch, Ansar & VDP HQ's, Khilgaon, Dhaka.
- Md. Ashraful Islam, Reg.No-1911763, Battalion Ansar, , 8 Ansar Battalion, Ansar VDP Academy, Shafipur, Gazipur, Attached: Operation (Communication) Branch, Ansar & VDP HQ's, Khilgaon, Dhaka.
- Office & Master Copy.


Deputy Director (Administration)
Date : 04/12/19