

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

Memo No- 44.03.0000.011.38.067.19.970

Date : 17-02-1429 Bangla
31-05-2022 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.

Sr. No.	Name, Designation & Place of Posting	Purpose	Accompany	Approved Leave
a.	Kohinur Sultana Sewing, Knitting and Stitching Instructor, VTC, Gazipur.	Performing The Holy Hajj	NA	78 (Seventy-Eight) days from 14/06/2022 to 31/08/2022 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 overstay or exceed the approved period of time;
- ❖ At the end of the visit, she will join her post;
- ❖ Rule-34 of Appendix-VIII of the B.S.R (part-1) will be applicable for this visit;
- ❖ Fatema Akhter, Sewing, Knitting and Stitching Instructor, VTC, Gazipur will perform the administrative duty of Kohinur Sultana in addition to her own duty.

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


Muhammad Mehedi Hasan
Director (Administration)
Phone : +88-02-47214925
E-mail: dir_admin@ansarvdp.gov.bd

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

01. Senior Secretary, Public Security Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka
02. Secretary, Ministry of Foreign Affairs, Bangladesh Secretariat, Dhaka.
03. Director General, Bangladesh Ansar and VDP, Headquarters, Khilgaon, Dhaka.
04. Director General, Department of Immigration & Passport, Dhaka.
05. Director, Hazrat Shahajalal International Airport, Dhaka/All Land Port.
06. Director (Project Training), Bangladesh Ansar and VDP, Headquarters, Khilgaon, Dhaka.
07. General Manager, Foreign Exchange Policy Division, Bangladesh Bank, Dhaka.
08. Admin/Record Branch, Bangladesh Ansar and VDP, Headquarters, Khilgaon, Dhaka.
09. Commandant, VTC, Gazipur.
10. ICT Branch, Bangladesh Ansar and VDP, Headquarters, Khilgaon, Dhaka. (To Publish in Ansar & VDP Website)
11. District/Upazilla Accounts Officer, Gazipur.
12. Kohinur Sultana, Sewing, Knitting and Stitching Instructor, VTC, Gazipur.
13. Fatema Akhter, Sewing, Knitting and Stitching Instructor, VTC, Gazipur.
14. Office & Master Copy.


Director (Administration)