

Government of the People's Republic of Bangladesh  
Bangladesh Ansar & Village Defence Party  
Headquarters, Khilgaon, Dhaka-1219  
[www.ansarvdp.gov.bd](http://www.ansarvdp.gov.bd)

Memo No- 44.03.0000.011.37.064.19.137

Date : 02/10/1429 Bangla.  
16/01/2023 AD.

**OFFICE ORDER**

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

SN	Name, Designation & Place of Posting	Purpose	Accompany	Approved Period of Time
a.	MOMOTAZ KHANAM Circle Adjutant, Bangladesh Ansar and VDP, Narail.	Performing the Holy Omrah Hajj	MD SUKUR UDDIN	28 (Twenty eight) days from 01/02/2023 to 28/02/2023 or from the actual date of journey.

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 her post.
- Rule-34 of Appendix-VIII of the B.S.R (Part-1) will be applicable for this visit;
- Mst Taslima Khanam, Upazila Ansar & VDP Officer, Lohagara, Narail will perform the administrative duty of MOMOTAZ KHANAM in addition to her own duty.

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

  
Muhammad Mehedi Hasan  
Director (Administration)  
Phone:+88-02-047214925  
Email:dir\_admin@ansarvdp.gov.bd  
Date : 02/10/1429 Bangla.  
16/01/2023 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.
- Senior Secretary, Ministry of Foreign Affairs, Bangladesh Secretariat, Dhaka.
- Director General, Bangladesh Ansar and VDP, Khilgaon, Dhaka.
- Director General, Department of Immigration & Passport, Dhaka.
- Deputy Director General, Ansar and VDP, Khulna Range, Khulna.
- Director, Hazrat Shahjalal International Airport, Dhaka/All Land Port.
- Director, Foreign Exchange Policy Division, Bangladesh Bank, Dhaka.
- Director (Record), Bangladesh Ansar & VDP, HQs, Khilgaon, Dhaka.
- District Commandant, District Ansar & VDP Office, Narail.
- District Accounts Officer, Narail.
- ICT Branch, Bangladesh Ansar & VDP, HQs, Khilgaon, Dhaka. (To publish in Ansar & VDP Website)
- MOMOTAZ KHANAM, Circle Adjutant, Bangladesh Ansar and VDP, Narail.
- Mst Taslima Khanam, Upazila Ansar & VDP Officer, Lohagara, Narail.
- Office & Master Copy.

  
Director (Administration)