

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

Memo No- 44.03.0000.011.37.056.20. 333

Date : 19-10-1429 Bangla
02-02-2023 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 United States of America (USA) for the mentioned period.

S. No	Name, Designation & Place of Posting	Purpose	Accompany	Approved Leave
1.	Afroza Sultana Upper Division Assistant Engineering Branch, Bangladesh Ansar & VDP Headquarters Khilgaon, Dhaka.	Visit	NA	45 (Forty five) days from 01/03/2023 to 14/04/2023 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;
- ❖ Md Nazmul Hasan Khan, Office Assistant Cum-computer Typist, Engineering Branch, Bangladesh Ansar and VDP, Headquarters, Khilgaon, Dhaka will perform the administrative duty of Afroza Sultana in addition to his 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):

1. Senior Secretary, Public Security Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka
2. Senior Secretary, Ministry of Foreign Affairs, Bangladesh Secretariat, Dhaka.
3. Director General, Bangladesh Ansar and VDP, Headquarters, Khilgaon, Dhaka.
4. Director General, Department of Immigration & Passport, Dhaka.
5. Director, Hazrat Shahjalal International Airport, Dhaka/All Land Port.
6. General Manager, Foreign Exchange Policy Division, Bangladesh Bank, Dhaka.
7. Chief Accounts and Finance Officer, Ministry of Home Affairs, AGB Bhaban, Segun Bagicha, Dhaka.
8. Admin/Record/Engineering Branch, Bangladesh Ansar and VDP, Headquarters, Khilgaon, Dhaka.
9. ICT Branch, Bangladesh Ansar and VDP, Headquarters, Khilgaon, Dhaka. (To Publish in Ansar & VDP Website)
10. Budget Officer (Ansar/VDP), Bangladesh Ansar and VDP, Headquarters, Khilgaon, Dhaka.
11. Afroza Sultana, Upper Division Assistant, Engineering Branch, Bangladesh Ansar & VDP Headquarters Khilgaon, Dhaka.
12. Md Nazmul Hasan Khan, Office Assistant Cum-computer Typist, Engineering Branch, Bangladesh Ansar and VDP, Headquarters, Khilgaon, Dhaka.
13. Office & Master Copy.


Director (Administration)