

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

Memo No- 44.03.0000.011.37.060.23. **2523**

Date : **16-07-1430 Bangla**  
**01-11-2023 AD**

**OFFICE ORDER**

As per Scheduled Leave Rules-1959, the following members of Bangladesh Ansar and VDP have been granted leave outside Bangladesh to visit the country mentioned in their application for the specified period.

Sl. No	Name, Designation & Place of Posting	Purpose and Country Name	Accompany	Approved Leave	Name of duty holder during leave
1	Maksuda Khanam Librarian, Bangladesh Ansar & VDP Academy, Shafipur, Gazipur.	Saudi Arabia to perform the Holy Umar Hajj.	Md Anwar Hossain Relation: Husband	From 07/11/2023 to 23/11/2023 or 17 (Seventeen) days from the actual date of journey.	Mrs Tajema Khatun Women Ansar
2	Rosyna Akter Upper Division Assistant Cum Accountant, 36 Ansar Battalion, Manikjong; Attachment: Medical Branch, Bangladesh Ansar & VDP Headquarters, Khilgaon, Dhaka.	Travel to India for treatment of herself & her father.	Md Harun or Rashid Relation: Father.	From 05/11/2023 to 14/12/2023 or 40 (Forty) days from the actual date of journey.	Md Aminul Islam Regi.No-1917537
3	Umme Habiba Office Assistant Cum-Computer Typist, Record Branch, Bangladesh Ansar & VDP Headquarters, Khilgaon, Dhaka.	Travel to India for treatment.	NA	From 15/11/2023 to 20/11/2023 or 05 (Five) days from the actual date of journey.	Mukul Chandro Roy, Office Assistant Cum-Computer Typist
4	Md Abul Hossain Reg No. 33556, Battalion Ansar, 25 Ansar Battalion; Attachment: Administration-Wing Branch, Bangladesh Ansar & VDP Headquarters, Khilgaon, Dhaka.	Travel to India for treatment.	Shahina Akter	From 01/11/2023 to 30/11/2023 or 30 (Thirty) days from the actual date of journey.	Md Masud Rana Boat driver

2. The terms and conditions are as follows:
- ❖ While traveling abroad they will get salary/allowances in Bangladeshi currency;
  - ❖ In this visit there will be no financial implication of the government;
  - ❖ They can't overstay or exceed the approved period of time;
  - ❖ At the end of the visit, they will join their post;
  - ❖ Rule-34 of Appendix-VIII of the B.S.R (part-1) will be applicable for this visit;
3. This order is issued with the approval of the competent authority.

**Jahanara Akter -**  
**1-11-23**  
Jahanara Akter BAMS (Bar)  
Director (Administration)  
Phone: +88-02-47214925

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

1. Secretary, Public Security Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
2. 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. Deputy Director General (related to), Bangladesh Ansar and VDP, .....
6. Director, Hazrat Shahjalal International Airport, Dhaka/All Land Port.
7. General Manager, Foreign Exchange Policy Division, Bangladesh Bank, Dhaka.
8. Director/Deputy Director (related to), .....
9. Admin/Record Branch/ Record Battalion, Bangladesh Ansar and VDP, Headquarters, Khilgaon, Dhaka.
10. ICT Branch, Bangladesh Ansar and VDP, Headquarters, Khilgaon, Dhaka. (To Publish in Ansar & VDP Website)
11. District/Upazilla Accounts Officer (related to), .....
12. Mr .....
13. Office & Master Copy.

**Jahanara Akter**  
**1-11-23**  
Director (Administration)