



Government of the People's
Republic of Bangladesh
Ministry of Posts,
Telecommunications &
Information Technology
Posts & Telecommunications
Division
Bangladesh Secretariat, Dhaka .
www.ptd.gov.bd



Record Number:
14.00.0000.001.08.003.16.955

Date: 20/10/2019

Office Order

Under provision of the Prescribed Leave Rules, 1959, Ex-Bangladesh Leave (earned leave) has been granted to Mr. M. R. M Waliuzzaman, Office Assistant-Cum-Computer Typist, Posts & Telecommunications Division, Bangladesh Secretariat, Dhaka to perform Holy Omrah Hajj in Saudi Arabia from 16.12.2019 to 30.12.2019 or 15 (Fifteen) days from the date of enjoying leave under the terms & conditions mentioned below:-

1. This approval is applicable for single trip only;
 2. The expenditure relevant to this visit will be borne by his own arrangement & the Government of Bangladesh will not bear any cost in local or foreign currency;
 3. Under no condition, leave will be extended;
 4. He will draw his usual pay and allowances from Bangladesh in local currency;
 5. He must return to the Country with the stipulated time limit & join his office
02. This order is issued with the approval of the competent authority.

20-10-2019

Md. Aminul Haque
Deputy Secretary
Phone: 9585008
Email: admin3@ptd.gov.bd

Record Number:

Date: 20/10/2019

14.00.0000.001.08.003.16.955/1

Copy for Kind Information and Necessary Action,

- 1) Director General, Director General, DIP
- 2) Controller of Foreign Currency, Bangladesh Bank, Head Office, Dhaka.
- 3) Director, Hazrat Shahjalal International Airport, Dhaka.
- 4) PS to Secretary, Posts & Telecommunications Division, Bangladesh Secretariat, Dhaka.
- 5) Programmer, Posts & Telecommunications Division, Bangladesh Secretariat, Dhaka. (With a request to upload the office order in website).
- 6) Immigration officer, Hazrat Shahjalal International Airport, Dhaka.
- 7) Accounts Officer, Posts & Telecommunications Division, Bangladesh Secretariat, Dhaka.
- 8) Personal Officer of Joint Secretary (Admin), Posts & Telecommunications Division.
- 9) Mr. M. R. M Waliuzzaman, Office Assistant-Cum-Computer Typist, Posts & Telecommunications Division, Bangladesh Secretariat, Dhaka.



20-10-2019

Md. Aminul Haque
Deputy Secretary