

(Replaced by same date and memorandum)
People's Republic of Bangladesh
Ministry of Housing and Public Works
Directorate of Government Accommodation
Admin (Central) Section

www.doga.gov.bd

Record Number: 25.43.0000.016.07.004.19.518

Date: 10/3/2024

Chief Accounts and Finance Officer, Ministry of Housing and Public Works, 2nd 12th Floor Government Office Building, Segunbagicha, Dhaka.

Subject: Permission to visit the Kingdom Saudi Arabia for performing Umrah Hajj .

Reference: Application of Mahabuba Alam, Accountant, Directorate of Government Accommodation, Bangladesh Secretariat, Dhaka; Dated: 20-02-2024.

The undersigned is directed to convey the approval of the Directorate of Government Accommodation to grant 18 (Eighteen) days of earned leave in favour of Mr Mahabuba Alam, Accountant, Directorate of Government Accommodation, Bangladesh Secretariat, Dhaka to visit the Kingdom Saudi Arabia for performing Umrah Hajj dated from 29-03-2024 to 15-04-2024 or the date of his actual departure. Leave in this regard has been approved converting 15 days of Rest and Recreation Leave into Earned Leave (from 29-03-2024 to 12-04-2024) and 03 days of Earned Leave effective successively. He shall enjoy his leave under the following terms and conditions:

1. He will enjoy the leave for the purpose of performing Umrah Hajj;
2. All expenditure in this regard shall be borne by himself;
3. He will receive his monthly pay from the Directorate in local currency in time of his leave;
4. He will join his present post after returning from abroad;
5. Leave granted in this regard shall not be extended; and
6. "Rule 34" of BSR (Part 1) Appendix VIII and other relevant rules shall be applicable in case of enjoying the said leave;

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

Your Faithfully,



12-03-2024

Mohammad Zillur Rahman

Deputy Director

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**A Copy for has been sent consideration and necessary (if applicable) action
(Not in the order of
seniority) :**

1. H.E. the Ambassador of Bangladesh to the Kingdom Saudi Arabia , Riyadh, Saudi Arabia.;
2. H.E. the High Commissioner of the Kingdom Saudi Arabia to Bangladesh, Baridhara, Dhaka;
3. Additional Secretary (Administration),Ministry of Housing and Public Works, Bangladesh Secretariat, Dhaka;
4. Deputy Director, Department of Immigration and Passport, Bangladesh Secretary, Dhaka;
5. Assistant Secretary (Consular),Ministry of Foreign Affairs, Dhaka;
6. Immigration Officer,Hazrat Shahjalal International Airport, Bangladesh;
7. Assistant Director, ICT Section, Directorate of Government Housing (With request to upload and publish this order on the official website of the Directorate);
8. Accountant, Directorate of Government Housing.Bangladesh Secretariat, Dhaka.;
9. Mr. Mahabuba Alam, Accountant, Directorate of Government Accommodation, Bangladesh Secretariat, Dhaka;
10. PA to Director, Office of the Director, Directorate of Government Accommodation;
11. PA to Additional Director, Office of the Additional Director, Directorate of Government Accommodation and
12. Office Front Desk, ICT Section, Directorate of Government Accommodation.




12-03-2024
Abdullah-Al-Nooman
Assistant Director