

**Government of the People's Republic of Bangladesh**  
Ministry of Cultural Affairs  
Bangladesh Secretariat, Dhaka.  
www.moca.gov.bd

Memo: 43.00.0000.112.18.360.17.286

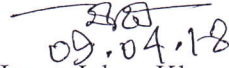
Date: 09.04.2018

**Notification**

Ms. Khadiza Begum, Joint Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka (Passport No. OC 5146053) has been granted earned leave (ex-Bangladesh) for traveling to the Toronto, Canada for 89 days from 27-03-2018 to 23-06-2018 or from the date of commencement of leave. This leave is granted under the following terms and conditions:

- 1.1 She will draw her pay and allowances in local currency. No part of it should be drawn in foreign currency;
- 1.2 All the related expenses of the travel will be borne by her;
- 1.3 The Provision of Rule 34 of Appendix VIII of BSR (Part-1) is applicable for this approval.

By ordered of the President

  
09.04.18  
Hasna Jahan Khanam  
Joint Secretary  
Phone: 9570665  
e-mail: ds\_admin2@moca.gov.bd

Memo: 43.00.0000.112.18.360.17.286

Date: 09.04.2018

**Copy for kind information and necessary action to (not in line with the seniority):**

1. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
2. Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
3. Additional Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
4. Additional Secretary (Planning and Development), Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
5. Additional Secretary (Admin), Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
6. H.E. High Commissioner, High Commission of Canada, United Nations Road, Baridhara, Dhaka, Bangladesh.
7. H.E. High Commissioner, High Commission for the People's Republic of Bangladesh, 350 Sparks St #1100, Ottawa, ON K1R 0A4, Canada.
8. Director General, Consular and Welfare Wing, Ministry of Foreign Affairs, Dhaka (with a request to issue letter of introduction in favour of Ms. Khadiza Begum, Joint Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka and the members of his family).
9. Ms. Khadiza Begum, Joint Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
10. PS to Hon'ble Minister, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
11. Director, Hazrat Shahjalal International Airport, Dhaka.
12. Executive Director, Foreign Currency and Policy Division, Bangladesh Bank, Motijheel, Dhaka.
13. Senior Assistant Secretary & DDO, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
14. Chief Accounts Officer, Ministry of Cultural Affairs, 3<sup>rd</sup> Phase, Segunbagicha, Dhaka.
15. PS to Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
16. Officer in charge (Immigration), Hazrat Shahjalal International Airport, Dhaka.
17. Accounts Officer, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
18. Assistant Programmer, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka (with a request to publish the notification at MOCA website).
19. Office copy.

  
09.04.18  
Hasna Jahan Khanam