

Government of the People's Republic of Bangladesh  
Ministry of Cultural Affairs  
Section-7  
Bangladesh Secretariat, Dhaka.

Memo No:43.00.0000.116.08.015.17(Part)/ 50

Date: 01.02.2018

To : Chief Accounts Officer  
Ministry of Cultural Affairs  
3<sup>rd</sup> Phase, Segunbagicha, Dhaka.

Subject: Sanction of ex-Bangladesh leave in favor of Runa Layla, Cultural Officer, Bangladesh Shilpakala Academy, Dhaka, Bangladesh.

With reference to the subject mentioned above the undersigned is directed to accord the administrative approval of ex-Bangladesh leave in favor of Runa Layla, Cultural Officer, Bangladesh Shilpakala Academy, Dhaka for visiting the different religious places of India from 01 February to 06 February 2018 or 6 days from the day of commencement of the leave.

02. The approval is accorded in line with the terms and conditions placed hereinafter:

- (a) All expenses in this regards will be borne by Runa Layla personally. There will be no financial involvement of the Government of Bangladesh of this visit.
- (b) The visit will be treated as ex-Bangladesh leave (personal).
- (c) The incumbent shall draw her pay and allowances for the time stipulated in local currency and no part thereof should be drawn in foreign currency.
- (d) Overstay will not be permitted.
- (e) After return she will submit joining report to her authority.

sd/-

G. M. Rafiqul Islam  
Deputy Secretary

Phone: +88-02-9553187

Date:01.02.2018

MemoNo: 43.00.0000.116.08.015.17(Part)/

Copy forwarded for kind information and necessary action to:

1. Secretary, Ministry of Foreign Affairs, Dhaka.
2. H.E. High Commissioner, High Commission of India, Flat No-1-3, Park Road Baridhara, Dhaka.
3. H.E. High Commissioner, High Commission of Bangladesh in India.
4. Director General, Bangladesh Shilpakala Academy, Segunbagicha, Dhaka.
5. Director General, Immigration and Passport, Agargaon, Dhaka.
6. Director General, Consular and Welfare Wing, Ministry of Foreign Affairs, Dhaka (With a request to issue Note Verbal in favour of the Officer).
7. Director, Hazrat Shahjalal International Airport, Dhaka.
8. Deputy High Commissioner, Deputy High Commission of Bangladesh in Kolkata, India.
9. P.S to the Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
10. Mr. Ratan Chandra Paul, Assistant Programmer, Ministry of Cultural Affairs, Dhaka.
11. Ms.Run Layla, Cultural Office, Bangladesh Shilpakala Academy, Segunbagicha, Dhaka.

G. M. Rafiqul Islam  
Deputy Secretary