

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)/137

Date: 17.04.2018

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

Subject: Sanction of ex-Bangladesh leave in favor of Mrs. Monalin Azad, Instructors (music and instrument), 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 Mrs. Monalin Azad, Instructor (music and instrument), Bangladesh Shilpakala Academy, Dhaka to meet with her relatives living in the U.S.A from 14-28 May 2018 or 15 days from the date of commencement of the leave. Her husband Md. Zohurul Islam, daughter Zohana Afrida Islam and son Miftah Bittawfique will accompany with her.

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

- (a) All expenses in this regards will be borne by herself. There will be no financial involvement of the Government of Bangladesh in this visit.
- (b) The visit will be treated as ex-Bangladesh leave (personal) and this leave should be deducted from her earned leave.
- (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) The provision of Rule 34 of Appendix VIII of BSR (Part-1) will be applicable for this approval.
- (f) After return she will submit joining report to her authority.

sd/-

G. M. Rafiqul Islam
Deputy Secretary

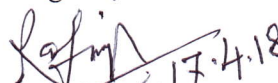
Phone: +88-02-9553187

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Copy forwarded for kind information and necessary action to:

1. Secretary, Ministry of Foreign Affairs, Dhaka.
2. H.E. Ambassador, Embassy of the United States of America, Madani Avenue, Baridhara, Dhaka.
3. H.E. Ambassador, Embassy of the People's Republic of Bangladesh, United States of America.
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. P.S to the Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
9. Mr. Ratan Chandra Paul, Assistant Programmer, Ministry of Cultural Affairs, Dhaka.
10. Mrs. Monalin Azad, Instructors, Bangladesh Shilpakala Academy, Segunbagicha, Dhaka.


G. M. Rafiqul Islam
Deputy Secretary