



MINISTRY OF INDUSTRIES

Government of The People's Republic of Bangladesh

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Memo No. 36.05.0000.105.31.009.22.490

Date: 04-03-2024

Office Order

The undersigned is directed to inform you that the authority of BSTI is pleased to grant leave (Earned leave) to Mr. Asaduzzaman, Stanographer, BSTI, Dhaka from 06.03.2024 to 25.03.2024 or from the date of departure for 20 (Twenty) days (excluding transit and travelling time) for treatment purpose for his Younger Brother Mr. Md. Rakibul Islam and along with his Cousin Sohan Ahmmad in India under the following terms and conditions :

Terms & Conditions:

- a) All expenses in this connection will be borne by the incumbent himself.
 - b) There will be no financial involvement of the Government or Institution regarding his travel.
 - c) He will not be allowed to draw his pay and allowances in foreign currency.
 - d) He will not be allowed to extend his stay (excluding transit and travelling time) abroad beyond the permitted time.
2. This order is approved by the competent authority and issued accordingly.


04.03.24
(Md. Tuhin Ahmed)
Deputy Director (Admin-2)

Distribution :

Mr. Asaduzzaman,
Stanographer,
BSTI, Dhaka

Copy to : (for kind information and necessary action) :

01. Senior Secretary, Ministry of Industries, Govt. of the People's Republic of Bangladesh, Shilpa Bhaban, Motijheel C/A, Dhaka. [Attn: Mr. Md. Ahsan Mahmud, Assistant Secretary (BSTI)].
02. Secretary, Ministry of Foreign Affairs, Govt. of the People's Republic of Bangladesh, Segun Bagicha, Dhaka.
03. Director General, Department of Immigration and Passport Division, Dhaka.
04. Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka.
05. High Commision of India, Dhaka.
06. Immigration Officer, Benapole, Jessore.
07. Director (Physical), BSTI, Dhaka.
08. Assistant Director (Accounts and Internal Audit), BSTI, Dhaka.
09. Programmer, ICT Cell, BSTI, Dhaka (Please incorporate in the website).
10. PA to Director General, BSTI, Dhaka.