

Government of the People's Republic of Bangladesh
Ministry of Agriculture
Soil Resource Development Institute
Krishi Khamar Sarak, Dhaka-1215
www.srdi.gov.bd

No:12.03.0000.003.44.167.16-

Date:-----

Office Order

Jesmin Nahar, Office Assistant-Cum-Computer Typist, Soil Resource Development Institute, Dhaka has been granted earned leave (ex-Bangladesh) of travelling to India for 10 (Ten) days starting from 10/01/2021 to 19/01/2021 or from the date of commencement of leave. The leave is granted for the purpose of her mother treatment under the following terms and conditions:

- (a) She will draw her pay and allowances in local currency, no part of it should be drawn in foreign currency;
- (b) All related expenses of the travel will be borne by her;
- (c) The provision of Rule 34 of Appendix VIII of BSR (part-1) is applicable for this approval;
- (d) She will not be allowed to stay abroad more than the approved period;
- (e) Jesmin Nahar's mother Niharun Nesa and her son Ahanaf Tahmid will accompany her during the travel;
- (f) She will have to inform the department after return.

To.
Jesmin Nahar
Office Assistant-Cum-Computer Typist
Soil Resource Development Institute, Dhaka.

Sd:
(Bidhan Kumar Bhandar)
Director General (In-charge)
Phone-9113363
E-mail: dg@srdi.gov.bd

No:12.03.0000.003.44.167.16- 1173

Date: 06/01/2021

Copy forwarded for kind information and necessary action to: (not according to seniority)

1. H.E. High Commissioner/Ambassador of the High commission/Embassy of India, Dhaka.
2. Director (consular), Ministry of Foreign Affairs, Dhaka.
3. Director General, Immigration and Passport, Agargoan, Dhaka..
- ✓ 4. Innovation Officer, Soil Resource Development Institute, Dhaka (With request to upload the office order in the website).
5. Chief Accounts Officer, Ministry of Agriculture, Shegunbagicha, Dhaka.
6. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka/ Land Port, Benapol, Jessore/Darshana, Chuadanga, Bhumra, Satkhira, Bangladesh.
7. Assistant Director, Soil Resource Development institute, Dhaka.
8. Office Copy.

Jamun
(Bidhan Kumar Bhandar) 03/01/2021
Director General (In-charge)
Phone-9113363