



Government of the People's Republic of Bangladesh  
Ministry of Local Government, Rural Development & Co-operatives  
Local Government Division  
City Corporation-2 Section  
Bangladesh Secretariat, Dhaka  
[www.lgd.gov.bd](http://www.lgd.gov.bd)



শেখ হাসিনার মূলনীতি  
গ্রাম শহরের উন্নতি

Memo Number: 46.00.0000.071.25.015.15(Part-1).387

Date: 22 Jhosto 1429  
05 Jun 2022

**Office Order**

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh in favour of Abu Mohammed Towhidul Alam, Associate Professor (Accounting), Potenga Chattogram City Corporation Women College, Potenga, Chattogram to visit Saudi Arabia to perform Holy Hajj for 30 (thirty) days from the date of departure. This sanction is granted under the following terms and conditions:

**2. Terms & Conditions:**

- The sanctioned leave must be availed within 35(thirty-five) days;
- He will draw his usual salary and allowances from Bangladesh in local currency;
- He will not be allowed to stay abroad beyond the approved period;
- He will inform the government as soon as he returns to the country;
- His wife Tkrima Hasin and sister Jahanara Begum will accompany him;
- All the expenses in connection with the visit shall be borne by Abu Mohammed Towhidul Alam himself.

3. This order is issued with the approval of the competent authority.

05/6/2022

Mohammad Zahirul Islam  
Deputy Secretary  
Phone: +8802-55100409  
E-mail: [lgcc2@lgd.gov.bd](mailto:lgcc2@lgd.gov.bd)

Memo Number: 46.00.0000.071.25.015.15(Part-1).387/1(13)

Date: 22 Jhosto 1429  
05 Jun 2022

Copy for kind information & necessary action (not according to the seniority):

- Honorable Mayor, Chattogram City Corporation, Chattogram.
- Chief Executive Officer, Chattogram City Corporation, Chattogram.
- H.E. Ambassador, Embassy of The Saudi Arabia, House-5 (NE) L, Road 83, Gulshan-2, Dhaka-1212.
- H.E. Ambassador, Embassy of the People's Republic of Bangladesh, 8039 Dareen Street, Diplomatic Quarter, Riyadh, Saudi Arabia.
- Private Secretary to the Honorable Minister, Ministry of Local Government, Rural Development & Cooperatives, Bangladesh Secretariat, Dhaka.
- Director General, Department of Immigration & Passports, Passport Bhaban E-7, Agargaon, Shere Bangla Nagar, Dhaka-1207.
- Director, Hazrat Shah Jalal(R) International Airport, Dhaka.
- Private Secretary to the Secretary, Local Government Division, Bangladesh Secretariat, Dhaka.
- ABU Mohammed Towhidul, Associate Professor (Accountant), Potenga Chattogram City Corporation Women College, Potenga, Chattogram.
- Programmer, Local Government Division (with the request to upload the G.O. in the website).
- Accounts Officer, Chattogram City Corporation, Chattogram.
- Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka/Shah Amanat International Airport, Potenga Road, South Potenga, Chattogram 4206.
- Office Copy.

05/6/22

Mohammad Zahirul Islam  
Deputy Secretary