



Government of the People's Republic of Bangladesh  
Ministry of Local Government, Rural Development

and Co-operatives  
Local Government Division  
Upazila-1 Section  
www.lgd.gov.bd



Record Number: 46.00.0000.046.08.048.21.142

Date: 9/3/2022

### Office Order

Mr. S F A M Shahjahan, Chairman, Upazila Parishad, Madhabpur, Habiganj has been granted ex-Bangladesh leave for Umrah Hajj in Saudi Arabia from 01-21 March 2022 or 21 (Twenty One) days starting from the date of commencement of leave.

This leave is granted under the following terms and conditions:

1. All expenses in connection with this visit shall be borne Mr. S F A M Shahjahan himself;
2. He will draw his pay and allowances in local currency;
3. He will not be allowed to stay abroad more than the approved period;
4. He will return to their respective work place immediately after visiting Saudi Arabia.
5. In absence of Upazila Parishad Chairman, Panal Chairman-01 will be responsible for taking any financial decision of Upazila Parishad.

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

09-03-2022

Mamotaj Begum  
Senior Assistant Secretary  
Phone: 02223382247

Record Number:

Date: 9/3/2022

46.00.0000.046.08.048.21.142/1(12)

Copy for Kind Information and Necessary Action,

- 1) Senior Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
- 2) Secretary, Security Services Division, Ministry of Home Affairs.
- 3) Director General, Department of Passport and imigration, Agargoan, Dhaka.
- 4) Divisional commissioner, Sylhet.
- 5) Executive Director, Hazrat Shahjalal (R) International Airport, Dhaka.
- 6) PS to Minister, Ministry of Local government, Rural Development & Co-Operatives, Bangladesh Secretariat, Dhaka.

- 7) Deputy commissioner, Habiganj.
- 8) PS to the Senior Secretary, Local Government Division, Bangladesh Secretariat, Dhaka.
- 9) Upazila Nirbahi Officer, Madhabpur, Habiganj.
- 10) Vice Chairman/Women Vice Chairman, Upazila Parishad, Madhabpur, Habiganj.
- 11) Programmer, ICT Cell, Local Government Division.
- 12) PO to the Joint Secretary (Upazila), Local Government Division, Bangladesh Secretariat, Dhaka.



09-03-2022

**Mamotaj Begum**  
**Senior Assistant Secretary**