



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: 46.00.0000.046.08.058.17.244

Date: 10/4/2023

**Office Order**

Mr. Md Assaduzzaman Babu, Chairman, Upazila Parishad, Satkhira Sadar, Satkhira has been granted ex-Bangladesh leave to attend convocation ceremony of his daughter in Canada from 27 May 2023 to 10 June 2023 or 15 (Fifteen) days starting from the date of commencement of leave.

This leave is granted under the following terms and conditions:

- All expenses in connection with this visit will be borne by Mr. Md Assaduzzaman Babu himself;
- He will draw his pay and allowances in local currency;
- He will not be allowed to stay abroad for more than the approved period;
- He will return to his respective work place immediately after visiting Canada.
- In absence of Upazila Parishad Chairman, Panel 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.

10-4-2023

Mahbuba Ireen  
Deputy Secretary

Record Number:

Date: 10/4/2023

46.00.0000.046.08.058.17.244/1(13)

Copy for Kind Information and Necessary Action,

- 1) Senior Secretary, Ministry of Foreign Affairs.
- 2) Secretary, Security Services Division, Ministry of Home Affairs.
- 3) Director General, DIP.
- 4) Divisional Commissioner, Divisional Commissioner Office, Khulna
- 5) Executive Director, HSIA, Civil Aviation Authority, Bangladesh.
- 6) PS to Honorable Minister, Ministry of Local Government, Rural Development & Co-operatives.
- 7) DC, DC Office, Satkhira
- 8) Chairman, Upazila Parishad, Satkhira Sadar, Satkhira.
- 9) PS to Secretary, Office of the Secretary, Local Government Division.
- 10) UNO, UNO office, Satkhira Sadar, Satkhira
- 11) Vice Chairman/Mohila Vice Chairman, Upazila Parishad, Satkhira Sadar, Satkhira.
- 12) Programmer, ICT Cell, Local Government Division (With request to upload in LGD website).
- 13) PO to the Joint Secretary (Upazila), Local Government Division.



10-4-2023

**Mahbuba Ireen**  
Deputy Secretary