



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



শেখ হাসিনার মূলনীতি
গ্রাম শহরের উন্নতি

Memo Number: 46.00.0000.071.25.014.2015(Part-2).250

Date: 11 Boishak 1429
24 April 2022

Office Order

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh in favour of Rokhsana Parveen, Associate Professor (Management), Kapasgula City Corporation Ladies College, Chak Bazar, Chattogram to visit Saudi Arabia to perform Holy Umra for 16(Sixteen) days from 27 April 2022 to 12 May 2022 or 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;
- She will draw his usual honorarium and allowances from Bangladesh in local currency;
- She will not be allowed to stay abroad beyond the approved period;
- She will inform the government as soon as he returns to the country;
- Her brother Mr. Imtiaz Uddin Ahmed will accompany her.
- All the expenses in connection with the visit shall be borne by Rokhsana Parveen herself.

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

[Signature] 24.04.2022

Mohammad Zahirul Islam
Deputy Secretary
Phone: +8802-9545416
E-mail: lgcc2@lgd.gov.bd

Memo Number: 46.00.0000.071.25.014.2015(Part-2).250/1(13)

Date: 11 Boishak 1429
24 April 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.
- Rokhsana Parveen, Associate Professor (Management), Kapasgula City Corporation Ladies College, Chak Bazar, Chattogram.
- Private Secretary to the Senior Secretary, Local Government Division, Bangladesh Secretariat, Dhaka.
- 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.

[Signature] 24.04.2022

Mohammad Zahirul Islam
Deputy Secretary