



Government of the people's republic of Bangladesh  
Ministry of Science and Technology  
Section-05  
Bangladesh Secretariat, Dhaka  
Website: www.most.gov.bd

Record Number: 39.00.0000.005.08.010.22.139

Date: 12/05/2024

**Subject: Permission to enjoy Earned Leave as Ex-Bangladesh Leave for Holy Hajj.**

Reference: 39.02.0000.009.08.092.20-135, Date: 08.05.2024

The undersigned is directed to convey the Government's approval to enjoy Earned Leave as Ex-Bangladesh Leave in favour of **Ms. Munira Sultana**, Senior Scientific Officer, BCSIR Dhaka Laboratories, Bangladesh Council of Scientific and Industrial Research (BCSIR) for travelling Saudi Arabia to perform Holy Hajj from 26.05.2024 to 09.07.2024 or 45 (forty five) days from the date of handing over the duties under the terms and conditions mentioned in Paragraph-2:

2. Terms and conditions:

- a. She will have to abide by all the governmental rules regarding Holy Hajj;
- b. The commencement of the leave will be counted from the date of her departure. The leave will have to be adjusted with her Earned Leave on average pay;
- c. She will not extend the leave and join the workplace in due time. She will draw her pay and allowances in local currency;
- d. Prior to leaving Bangladesh, attested copies of visa and passport, foreign address, E-mail and Letter of Departure should be submitted to competent authority;
- e. She will hand over her duties with consent of the authority;
- f. There will be no financial involvement of BCSIR/GoB in this travel; and
- g. According to Section-34 of Appendix-8 (Rule-234, Note-2) of BSR Part-1 the leave will have to be commenced within 35 days; otherwise the leave will be void.

3. To be noted that, **Ms. Munira Sultana's** Husband Mr. Md. Saidul Anwar will accompany her during this travel.

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

12-05-2024

Dr. Md Selim Reza

Deputy Secretary

section5@most.gov.bd

**Distribution for kind information and necessary action (not according to seniority):**

1. Foreign Secretary, Ministry of Foreign Affairs, Dhaka, Bangladesh (Atten: Director (Consular), with request to issue Letter of Introduction));

2. Director General, Department of Immigration & Passport, Agargaon, Dhaka;
3. Chairman, Bangladesh Council of Scientific and Industrial Research (BCSIR), Dhaka;
4. Director, Hazrat Shahjalal International Airport, Dhaka;
5. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka;
6. Programmer, ICT Section, Ministry of Science and Technology, Dhaka (with request to upload the G.O. to MoST website) and
7. Ms. Munira Sultana, SSO, BCSIR Dhaka Laboratories, Dhaka.

**Record Number:** 39.00.0000.005.08.010.22.139/1(2)

**Date:** 12/05/2024

**Copy for Kind Information:**

1. Private Secretary to Senior Secretary, Ministry of Science and Technology, Dhaka and
2. Personal Officer to Additional Secretary (Admin), Ministry of Science and Technology, Dhaka.



*Md Selim Reza*

12-05-2024

Dr. Md Selim Reza  
Deputy Secretary