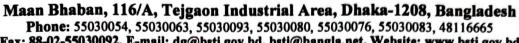
Bangladesh Standards and Testing Institution

Member ISO,OIML,APMP,BIPM & Codex Alimentarius Commission of FAO/WHO

Ministry of Industries

Government of the People's Republic of Bangladesh



Fax: 88-02-55030092, E-mail: dg@bsti.gov.bd, bsti@bangla.net, Website: www.bsti.gov.bd

Memo No. 36.05.0000.105.31.001.12.994

Date: 13-05-2024

Office Order

The undersigned is directed to inform you that the authority of BSTI is pleased to grant leave (Earned leave) to Mr. Md. Khaja Ahamed Majumder, Steno-Typist, One Stop Service Centre, BSTI, Dhaka from 04-06-2024 to 18-07-2024 or from the date of departure for 45 (Forty Five) days for performing holly Hajj in Saudi Arabia under the following terms and conditions:

Terms & Conditions:

- a) All expenses in this connection will be borne by the incumbent himself.
- b) There will be no financial involvement of the Government or Institution regarding his travel.
- c) He will not be allowed to draw his pay and allowances in foreign currency.
- d) He will not be allowed to extend his stay (excluding transit and traveling time) abroad beyond the permitted time.
- This order is approved by the competent authority and issued accordingly. 2.

(Md. Tuhin Ahmed) Deputy Director (Admin-2)

Distribution:

Mr. Md. Khaja Ahamed Majumder,

Steno-Typist,

One Stop Service Centre, BSTI, Dhaka.

Copy to: (for kind information and necessary action):

- 01. Senior Secretary, Ministry of Industries, Govt. of the People's Republic of Bangladesh, Shilpa Bhaban, Motijheel C/A, Dhaka. [Attn: Mr. Md. Ahsan Mahmud, Assistant Secretary (BSTI)].
- 02. Secretary, Ministry of Foreign Affairs, Govt. of the People's Republic of Bangladesh, Segun Bagicha, Dhaka,
- 03. Director General, Department of Immigration and Passport Division, Dhaka.
- 04. Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka.
- 05. Embassy of Saudi Arabia, Dhaka.
- 06. Assistant Director (CM) and Head of One Stop Service Centre, BSTI, Dhaka.
- 107. Programmer, ICT Cell, BSTI, Dhaka (Please incorporate in the website).
- 08. Assistant Director (Account & Audit), BSTI, Dhaka.
- 09. PA to Director General, BSTI, Dhaka.