

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

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Memo No. 36.05.0000.105.31.001.12.334

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 :

- All expenses in this connection will be borne by the incumbent himself.
- There will be no financial involvement of the Government or Institution regarding his travel.
- He will not be allowed to draw his pay and allowances in foreign currency.
- He will not be allowed to extend his stay (excluding transit and traveling time) abroad beyond the permitted time.

2. This order is approved by the competent authority and issued accordingly.


(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.
07. Programmer, ICT Cell, BSTI, Dhaka (Please incorporate in the website).
08. Assistant Director (Account & Audit), BSTI, Dhaka.
09. PA to Director General, BSTI, Dhaka.