**Bangladesh Standards and Testing Institution** 

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





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Memo No. 36.05.0000.105.31.087.22 / 94.3

Date: 19-05-2024

## Office Order

The undersigned is directed to inform you that the authority of BSTI is pleased to grant leave (Earned leave) to Mrs. Shirajum Munira, Inspector, DMI, BSTI, Dhaka from 29-05-2024 to 12-06-2024 or from the date of departure for 15(Fifteen) days to meet with her relatives in Thailand under the following terms and conditions:

## Terms & Conditions:

- a) All expenses in this connection will be borne by the incumbent herself.
- b) There will be no financial involvement of the Government or Institution regarding her travel.
- c) She will not be allowed to draw her pay and allowances in foreign currency.
- d) She will not be allowed to extend her stay (excluding transit and travelling time) abroad beyond the permitted time.
- 2. This order is issued in accordance with the Order No.36.00.0000.067.08.005.23.24, Dated: 16-05-2024 of the Ministry of Industries.

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

## **Distribution:**

Mrs. Shirajum Munira Inspector (Metrology) DMI, BSTI, Dhaka.

## Distribution for kind information & 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. High Commision of Thailand, Dhaka.
- 06. Deputy Director (Metrology), DMI, 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