



# 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

Maan Bhaban, 116/A, Tejgaon Industrial Area, Dhaka-1208, Bangladesh

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Memo No. 36.05.0000.105.31.005.2000/২০৪

Date: 30-05-2023

### Office Order

The undersigned is directed to inform that the authority of BSTI is pleased to grant leave (Earned leave) from 03-07-2023 to 15-07-2023 or from the date of departure for 13(Thirteen) days (excluding transit and travelling time) to Mr. S M Abu Sayed, Assistant Director (CM), BSTI, Dhaka for travelling to India for treatment purpose 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 travelling time) abroad beyond the permitted time.
2. This order is issued in accordance with the Order No.36.00.0000.067.08.004.23.58, Dated: 28-05-2023 of the Ministry of Industries.

*(Handwritten signature)*  
30.5.23

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

#### Distribution :

Mr. S M Abu Sayed  
Assistant Director (CM)  
BSTI, Dhaka.

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

01. Secretary, Ministry of Industries, Govt. of the People's Republic of Bangladesh, Shilpa Bhaban, Motijheel C/A, Dhaka. (Attn: Mrs. Nilufar Jesmin Khan, Deputy Secretary).
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. Director (CM), BSTI, Dhaka.
05. Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka.
06. High Commission of India, Dhaka.
07. Immigration Officer, Benapole, Jessore.
08. Deputy Director (Admin-1), BSTI, Dhaka.
09. Programmer, ICT Cell, BSTI, Dhaka (Please incorporate in the website).
10. PA to Director General, BSTI, Dhaka.

*(Handwritten signature)*  
জারী  
30/05/23