



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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Ref. No. 36.05.0000.105.31.004.85 – 1568


Date: 12-11-2024

Office Order

The undersigned is directed to inform you that the authority of BSTI is pleased to grant leave (Earned leave) Mrs. Monowara Haque, Head Assistant, DMI, BSTI, Dhaka from 16-11-2024 to 30-11-2024 or from the date of departure for 15(Fifteen) days for performing 'Omrah Hajj' in Saudi Arabia under the following terms and conditions :

Terms & Conditions:

- All expenses in this connection will be borne by the incumbent herself.
 - There will be no financial involvement of the Government or Institution regarding her travel.
 - She will not be allowed to draw her pay and allowances in foreign currency.
 - She will not be allowed to extend her stay (excluding transit and travelling time) abroad beyond the permitted time.
2. This order has the approval of the competent authority


12.11.2024
(Md. Tuhin Ahmed)
Diputy Director (Admin-2)

Distribution :

Mrs. Monowara Haque
Head Assistant,
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 & Passport Division, Dhaka.
04. Deputy Director (Metrology), DMI, BSTI, Dhaka.
05. Immigration Officer, Hazrat ShahJalal International Airport, Dhaka.
06. Embassy of Saudi Arabia, 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.