

Government of the People's Republic of Bangladesh  
Ministry of Environment, Forest and Climate  
Change

Bangladesh Secretariat, Dhaka  
www.moef.gov.bd



Emergency  
Limited

Record Number: 22.00.0000.068.08.001.21.388

Date: 6/12/2023

**Government Order**

The undersigned is directed to convey the approval of Ex-Bangladesh leave (Recreation leave) of Mr. Md. Towfiqul Islam, Assistant Chief Conservator of Forests, Establishment Unit, Bana Bhaban, Agargaon, Dhaka to perform Umrah Hajj in the Kingdom of Saudi Arabia (KSA) from 01-12-2023 to 15-12-2023 (15 days) or from the date of commencement of his Ex- Bangladesh leave. During his travel, he will be accompanied by his spouse Mrs. Mousumi Islam (40 years), daughter Lamia Islam (13 years), Naifa Islam (9 years).

02. This leave is granted under the following terms and conditions:

- a) He will draw his pay and allowances in local currency. No part of it shall be drawn in foreign currency.
- b) All related expenses of this travel will be borne by him.
- c) He will not be allowed to stay abroad for more than the approved period.

03. This order is issued with the approval of the competent authority.

06-12-2023

ABU NAYEEM  
MOHAMMED MARUF  
KHAN

Deputy Secretary

Phone: 02-223354418

Fax: 9540210

Record Number:

Date: 6/12/2023

22.00.0000.068.08.001.21.388/1(11)

Copy for Kind Information and Necessary Action ( Not According to Seniority)

- 1) Senior Secretary, Ministry of Foreign Affairs, Dhaka.
- 2) Secretary, Security Service Division, Dhaka
- 3) Additional Secretary (Admin), Ministry of Environment, Forest and Climate Change, Dhaka.
- 4) Director General, Immigration and Passport, Dhaka.
- 5) Chief Conservator of Forests (Current Charge), Department of Forest, Agargaon, Dhaka.
- 6) Private Secretary to the Minister, Ministry of Environment, Forest and Climate Change, Dhaka.
- 7) Director, Hazrat Shahjalal International Airport, Dhaka.
- 8) Private Secretary to the Deputy Minister, Ministry of Environment, Forest and Climate Change, Dhaka.
- 9) Private Secretary to the Secretary, Ministry of Environment, Forest and Climate Change, Dhaka
- 10) System Analyst, Ministry of Environment, Forest and Climate Change, Dhaka. (With request to upload this letter on the Ministry's website).
- 11) Mr. Md. Towfiqul Islam, Assistant Chief Conservator of Forests, Establishment Unit, Bana Bhaban, Agargaon, Dhaka.



06-12-2023

**ABU NAYEEM**  
**MOHAMMED MARUF**  
**KHAN**  
Deputy Secretary