

Government of the People's Republic of Bangladesh
Ministry of Environment, Forest & Climate Change
Administration-1 Section
web site: www.moef.gov.bd.

Memo No. 22.00.0000.051.31.023.17-166

Date: 04-03-2019

Notification

Ms. Khorsheda Yasmeen (6080), Joint Secretary, Ministry of Environment, Forest & Climate Change, Government of the People's Republic of Bangladesh has been granted earned leave (Ex-Bangladesh) for travelling to Saudi Arabia to perform Umrah for 15 (fifteen) days starting from 04 March to 18 March 2019 or from the date of commencement of leave. She will accompanied by her spouse Mr. Ahmed Ataul Muneem during her visit.

This Ex-Bangladesh earned leave is granted under the following terms and conditions:

- a. She will draw her pay and allowances in local currency. No part of it should be drawn in foreign currency;
- b. All related expenses of the travel will be borne by Ms. Khorsheda Yasmeen.
- c. The provision of Rule 34 of Appendix viii of BSR (Part-1) is applicable for this approval.


 04.03.2019
(Najnin Hossain)
Deputy Secretary
phone:-02-9514133
E-mail: admin1@moef.gov.bd

Memo No. 22.00.0000.051.31.023.17-166

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Copy for kind information and necessary action to (Not According to seniority):

1. Cabinet Secretary, Cabinet Division/Principal Secretary to the Prime Minister, Prime Minister's Office, Dhaka.
2. Secretary, Public Division, Office of the President/Ministry of Foreign Affairs, Dhaka.
3. H.E. High Commissioner, High Commission of Saudi Arabia, Dhaka/High Commission for Bangladesh in Saudi Arabia.
4. Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
5. Secretary, Ministry of Foreign Affairs, Dhaka (with a request to issue Note Verbale).
6. Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
7. Additional Secretary (All), Ministry of Environment, Forest & Climate Change, Dhaka.
8. Director, Hazrat Shahjalal International Airport, Dhaka.
9. Joint Secretary (All), Ministry of Environment, Forest & Climate Change, Dhaka.
10. Ms. Khorsheda Yasmeen (6080), Joint Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
11. Private Secretary to Hon'ble Minister, Ministry of Environment, Forest & Climate Change, Dhaka.
12. Private Secretary to Hon'ble Deputy Minister, Ministry of Environment, Forest & Climate Change, Dhaka.
13. Private Secretary to Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
14. Chief Accounts Officer, Ministry of Environment, Forest & Climate Change, Segunbagica, Dhaka.
15. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka. (with request to upload in MoEF website).
16. Accounts Officer, Ministry of Environment, Forest & Climate Change, Dhaka.

 04.03.2019
(Najnin Hossain)
Deputy Secretary