



Civil Aviation Authority of Bangladesh
HQ, Kurmitola, Dhaka-1229.
www.caab.gov.bd

Record Number: 30.31.0000.221.30.003.18.4795

Date: 24/09/2024

Office Order

Mr. Monzur-B-Hassan, Laboratory Testing Assistant of the Civil Aviation Authority of Bangladesh (CAAB) has been granted Earned leave (Ex-Bangladesh) from 10/10/2024 to 24/10/2024 or for 15 (Fifteen) days starting from the actual date of commencement of leave. This leave is granted to perform the **Omrah** in Saudi Arabia under the following terms and conditions:

- He will draw his pay and allowances in local currency; no part of it should be drawn in foreign currency;
- All expenses relating to this travel will be borne by himself; no part of it will be borne by the Government/CAAB;
- His wife (Kazi Nahid Sultana-53 years), son (Mr. Naimur Hassan Swapnil- 22 years), and daughter (Ms. Mehrin Hassan- 12 years) will accompany him;
- He is not allowed to stay abroad beyond the period approved;
- He has to inform the Authority duly upon his return and
- The provision of Rule 34 of Appendix VIII of BSR (Part-1) will be applicable for this approval.

2.0 The order is issued with the approval of the competent authority.

24-09-2024

Roma Rani Biswas
Assistant Director (Admin)

Record Number: 30.31.0000.221.30.003.18.4795/1 (5)

Date: 24/09/2024

(Not in the order of

Copy for Kind Information and Necessary Actions seniority) :

- Director General, Office of the Director General, Director of Immigration & Passports, Agargaon, Dhaka;
- Deputy Director (CNS), CNS Division, Civil Aviation Authority of Bangladesh (With request for publication on website);
- Executive Engineer (E/M) (C.C), E/M Division-1, Civil Aviation Authority of Bangladesh (With a request to inform the Admin Division at the Headquarters upon the concerned employee's joining the office after the leave);
- Passport and Immigration, Hazrat Shahjalal International Airport, Kurmitola, Dhaka and

5. Mr. Monzur-B-Hassan, Laboratory Testing Assistant of the Civil Aviation Authority of Bangladesh (CAAB), Kurmitola, Dhaka.



A handwritten signature in black ink on a light purple background, appearing to read 'Roma Rani Biswas'.

24-09-2024

Roma Rani Biswas
Assistant Director (Admin)