



Civil Aviation Authority of Bangladesh
HQ, Kurmitola, Dhaka-1229.

www.caab.gov.bd

Record Number: 30.31.0000.221.65.084.01.5276

Date: 03/12/2024

Office Order

Ms. Nazma Parvin, Admin Officer of the Civil Aviation Authority of Bangladesh (CAAB) has been granted Earned Leave (Ex-Bangladesh) starting from 25/11/2024 or for 20 (Twenty) days from the actual date of commencement of leave. Her husband Mr. Md. Habibur Rahman (57) and daughter Ms. Noshin Tabassum (23 years) will accompany him during the visit. This leave is granted for the treatment of her daughter in India under the following terms and conditions:

- (a) She will draw his pay and allowances in local currency; no part of it should be drawn in foreign currency;
- (b) All expenses relating to this travel will be borne by himself; no part of it will be borne by Government/CAAB;
- (c) She is not allowed to stay abroad beyond the period approved;
- (d) She has to inform the Authority upon her return duly; and
- (e) 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.

03-12-2024

Roma Rani Biswas

Assistant Director (Administration)

Record Number: 30.31.0000.221.65.084.01.5276/1 (7)

Date: 03/12/2024

Copy for Kind Information and Necessary Action (Not in the order of seniority):

1. Director General, Director General, DIP;
2. Executive Director (HSIA), Office of the Executive Director, Civil Aviation Authority of Bangladesh, ;
3. Deputy Director (CNS), CNS Division, Civil Aviation Authority of Bangladesh, (With the request for publication on website);
4. Deputy Director (Flight Standard and Regulations), Civil Aviation Authority of Bangladesh, (With a request to inform the Admin Division at the Headquarters upon the concerned employees joining the office after the leave);
5. PS to the Chairman, Chairman office, Civil Aviation Authority of Bangladesh;

6. Officer-in-Charge, Passport and Immigration, Hazrat Shahjalal International Airport Kurmitola and
7. Ms. Nazma Parvin, Admin Officer, (Flight Standard And Regulations Division), Civil Aviation Authority of Bangladesh.



A handwritten signature in black ink on a light purple rectangular background.

03-12-2024

Roma Rani Biswas
Assistant Director (Administration)