

সিএনএস বিভাগ
ডায়েরি নং. ৬৫৩০.
তারিখ: ০৩.০৩.২৫



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

www.caab.gov.bd

AAIRO
03/03/2025

Record Number: 30.31.0000.000.221.61.0545.17.5863

Date: 03/03/2025

Office Order

Mr. Khalid Bin Siraj, Armed Security Guard of the Civil Aviation Authority of Bangladesh (CAAB) has been granted Earned Leave (Ex-Bangladesh) starting from 03 March 2025 or for 15 (Fifteen) days from the actual date of commencement of leave. His wife, Mst. Asia Khatun (38) will accompany him during the visit. This leave is granted to perform holy Umrah 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 Government/CAAB;
- 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.

03-03-2025

ROMA RANI BISWAS
Assistant Director (Admin)

Record Number: 30.31.0000.000.221.61.0545.17.5863/1 (6)

Date: 03/03/2025

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

- Director General, Director General, DIP;
- Executive Director (HSIA), Office of the Executive Director, (With a request to inform the Admin Division at the Headquarters upon the concerned employees joining the office after the leave) Civil Aviation Authority, Bangladesh, Civil Aviation Authority, Bangladesh;
- Director (HR), HR Division, Civil Aviation Authority, Bangladesh;
- Deputy Director (CNS), CNS Division, ((With the request for publication on website), CNS Division, Civil Aviation Authority, Bangladesh;
- PS to the Chairman, Chairman office, Civil Aviation Authority, Bangladesh and

6. Mr. Khalid Bin Siraj, Armed Security Guard, Hazrat Shahjalal International Airport, kurmitola, Dhaka, .



A handwritten signature in black ink, appearing to be 'Roma Rani Biswas', written above a horizontal line.

03-03-2025

ROMA RANI BISWAS

Assistant Director (Admin)