



বাংলাদেশ বিজ্ঞান ও শিল্প গবেষণা পরিষদ(বিসিএসআইআর)

BANGLADESH COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH (BCSIR)

Ref: 39.307.031.00.00.747.2015/৪২৩

Dated: 15.12.2019

Subject: Ex-Bangladesh Leave.

Ref: Ministry of Science and Technology's letter No: 39.00.0000.005.08.014.19-450, date: 08.12.2019

With reference to the above mentioned subject the undersigned is directed to inform that Mahmuda Hakim, scientific Officer, BTRI, BCSIR, Dhaka has been sanctioned ex-Bangladesh leave from 18.12.2019 to 09.01.2020 or from the date of her departure from Bangladesh for 23 (twenty three) days travel to India for her Fertility Treatment on the following terms & conditions:

1. The leave will be counted from the date of her departure.
2. The leave will not be extended.
3. She will join in her office in time.
4. Her salary will be paid in local currency.
5. She will hand over her official responsibilities to the concern officer before her departure.
6. She will have to submit foreign address, e-mail, departure letter, attested photocopies of visa and passport before her departure.
7. BCSIR or Government of Bangladesh will have no involvement in any sort of financial expenditure in this regard.

She is requested to handover her charge to Samina Akhter, scientific Officer, BTRI, BCSIR, Dhaka, during the period of her leave.

Sd/-
(Md. Khalilur Rahman)
Secretary
Phone-58610717

Mahmuda Hakim,
scientific Officer,
BTRI, BCSIR, Dhaka

Ref: 39.307.031.00.00.747.2015/

Dated: .12.2019

Copy forwarded for kind information:

- 1 Director General, Department of Immigration and Passport, Sher-E-Bangla Nagar, Dhaka.
- 2 Director General, Foreign Exchange Department, Bangladesh Bank, Dhaka.
- 3 Incharge to Directorate General of Forces Intelligence, 32, Cantonment Bazar, Dhaka Bangladesh.
- 4 Incharge to Special Branch, Malibagh, Dhaka Bangladesh.
- 5 Assistant Secretary (Consular) Ministry of Foreign Affairs, Segun Bagicha, Dhaka with the request to issue note verbal.
- 6 Immigration Officer, Hazrat Shah Jalal (R.) International Air Port, Dhaka.
- 7 Immigration Officer, Benapole Land port, Jessore.
- 8 Director (in Charge), BTRI, BCSIR Laboratories, Dhaka
- 9 P.S. to Secretary, Ministry of Science and Technology, Bangladesh Secretariat, Dhaka.
- 10 Director, (Accounts and Finance), BCSIR, Dhaka.
- 11 Incharge to ICT Cell, BCSIR, Dhaka.(For uploading in the BCSIR Website.)
- 12 Samina Akhter, scientific Officer, BTRI, BCSIR, Dhaka.
- 13 P.S to Chairman, BCSIR, Dhaka (For kind Information of the chairman).
- 14 P.A. to Member (Admin.)/(Finance)/(Science & Technology)/(Development), BCSIR, Dhaka. (For kind information of the Members)
- 15 Office Copy.

(Md. Khalilur Rahman)
Secretary

ড. কুদরত-এ-খুদা সড়ক, ধানমন্ডি, ঢাকা-১২০৫, বাংলাদেশ।

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