



বাংলাদেশ বিজ্ঞান ও শিল্প গবেষণা পরিষদ (বিসিএসআইআর)

BANGLADESH COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH (BCSIR)

Ref: 39.307.031.00.00.769.2016/ ৯৪০

Dated: 30.09.2019

Subject: Ex-Bangladesh Leave.

Ref: Ministry of Science and Technology's letter No: 39.00.0000.005.08.014.19.359, date: 23.09.2019

With reference to the above mentioned subject the undersigned is directed to inform that Ms. Shammi Akhter, Scientific Officer, BCSIR Laboratories, Dhaka has been sanctioned ex-Bangladesh leave from 12.12.2019 to 21.12.2019 or from the date of her departure from Bangladesh for 10 (ten) days travel to India on the following terms & conditions:

1. All related expenses of this travel will be borne by Ms. Shammi Akhter herself.
2. The leave will be counted from the date of her departure and will be adjusted in her earned leave.
3. The leave will not be extended.
4. She will report to the competent authority before her departure.
5. Her salary will be paid in local currency. No part of it should be drawn in foreign currency.
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 Dr. Md. Hossain Sohrab, Principal Scientific Officer, BCSIR Laboratories, Dhaka during the period of her leave.


(Md. Khalilur Rahman)
Secretary
Phone-58610717

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Ms. Shammi Akhter,
Scientific Officer
BCSIR Laboratories, Dhaka.

Ref: 39.307.031.00.00.769.2016/

Dated: .09.2019

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. Director General, Department of Immigration and Passport, Sher-E-Bangla Nagar, Dhaka.
6. Director General, Foreign Exchange Department, Bangladesh Bank, Dhaka.
7. P.S. to Secretary, Ministry of Science and Technology, Bangladesh Secretariat, Dhaka.
8. Director (in-charge), BCSIR Laboratories, Dhaka.
9. Director (Accounts and Finance), BCSIR, Dhaka.
10. Dr. Md. Hossain Sohrab, Principal Scientific Officer, BCSIR Laboratories, Dhaka.
11. Assistant Secretary (Consular) Ministry of Foreign Affairs, Segun Bagicha, Dhaka with a request to issue note verbal.
12. Immigration Officer, Hazrat Shah Jalal (R.) International Air Port, Dhaka.
13. Incharge to ICT Cell, BCSIR, Dhaka. (For uploading in the BCSIR Website.)
14. P.S to Chairman, BCSIR, Dhaka (For kind Information of the chairman).
15. P.A. to Member (Admin.)/(Finance)/(Science & Technology)/(Development), BCSIR, Dhaka. (For kind information of the Members)
16. Office Copy

(Md. Khalilur Rahman)
Secretary

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

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