



Bangladesh Water Development Board
Office of the ADG (Admin)
Pani Bhaban, 72, Green Road, Dhaka-1205.
www.bwdb.gov.bd

Record Number: 42.01.0000.000.022.25.0511.23.344

Date: 20/10/2025

Office Order

In accordance with the order of the Prime Minister's Office, Letter Number. 03.069.025.06.00.003.3011-144 (500) Dated: 19-06-2011 Mrs. Most Alema Khatun (ID No. 841228001) (Passport No. A07778800), Accountant, Directorate of Audit, Bangladesh Water Development Board, Dhaka has been granted permission on special consideration to visit india for follow up treatment of Cervical Spondylosis for 20 (twenty) days from 20-10-2025 to 08-11-2025 or the date of commencement of her journey.

2. The terms and conditions are as follows:-

- (a) All the expenses of this visit will be borne by herself;
- (b) There will be no financial involvement of BWDB or Bangladesh Government to this visit;
- (c) She will not be allowed to extend her leave;
- (d) She will draw her pay and allowances in local currency;
- (e) She must show the expenses of this travel in her income tax return;
- (f) She will start her travel taking approval of earned leave from the competent authority; and
- (g) The provisions of Rule 34 of Appendix-VIII of B.S.R. (Part-I), will be applicable in case of enjoying this Leave.

4. This order has been issued with the approval of the competent authority.

20-10-2025

Md. Abdul Salim

Deputy Director (Admin)

0222230021

a.salim.bwdb@gmail.com

Record Number: 42.01.0000.000.022.25.0511.23.344/1 (13)

Date: 20/10/2025

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

1. Director General, Immigration and Passport, Agargaon, Dhaka.;
2. Director (Board), Board Secretariat, Bangladesh Water Development Board;
3. Director, Directorate of Accounting, Dhaka, Bangladesh Water Development Board;
4. Director, Directorate of Audit, Dhaka, Bangladesh Water Development Board;
5. Director, Immigration, Hazrat Shahjalal International Airport, Dhaka/Osmani International Airport, Sylhet/Shah Amanat International Airport, Chattogram;
6. CSO to DG, Office of the Director General, Bangladesh Water Development Board, Dhaka;
7. Senior System Analyst, Central ICT Directorate, Bangladesh Water Development Board. A request has been made to publish on the board's website (www.bwdb.gov.bd).;
8. Officer-in-Charge, Immigration, Hazrat Shahjalal International Airport, Dhaka/Land Port, Benapole, Jessore/Hili, Dinajpur/Darshana, Chuadanga Sona Masjid, Chapainawabganj/Bhomra Port, Satkhira/Banglabandha Port, Panchagarh/Burimari, Lalmonirhat;
9. Deputy Director/Accounts Officer, Regional Accounting Centre (RAC), BWDB, Dhaka, ;
10. Deputy Director, Central RAC, Bangladesh Water Development Board, Dhaka;
11. Personal Assistant, Office of the ADG (Admin), Bangladesh Water Development Board;
12. Mrs. Most Alema Khatun, Accountant, Directorate of Audit, Bangladesh Water Development Board, Dhaka, and
13. Office Copy/Master Copy.



A handwritten signature in black ink, enclosed in a light blue rectangular box.

20-10-2025

Mohammad Fazlur Rahman
Senior Assistant Director (Admin-2)