

**Government of the People's Republic of Bangladesh**  
Ministry of Cultural Affairs  
Administration-2 Section  
Bangladesh Secretariat, Dhaka.  
www.moca.gov.bd

Memo: 43.00.0000.112.18.341.17.126


Date: 20.02.2019

**Notification**

Mr. A K M Rezaul Karim, Director (Deputy Secretary), National Book Centre, Ministry of Cultural Affairs, Dhaka (Passport No. OC 4250399) has been granted earned leave (ex-Bangladesh) for traveling to Saudi Arabia for 10 (ten) days from 21-02-2019 to 02-03-2019 or from the date of commencement of Journey. This leave is granted to perform Holy Umrah in Saudi Arabia under the following terms and conditions:

- a) He will draw his pay and allowances in local currency. No part of it should be drawn in foreign currency;
- b) All related expenses of the travel will be borne by himself;
- c) The Provision of Rule 34 of Appendix VIII of BSR (Part-1) will be applicable for this approval;
- d) Mr. A K M Rezaul Karim's wife Nasrin Banu (Passport No. BR 0232991), son Nafiul Kaarim Samudra (Passport No. BR 0273543) and daughter Fatima Nuzhat Kaarim Meghasree (Passport No. BR 0241022) will accompany his during the travel.

By ordered of the President

  
20.02.19  
Hasna Jahan Khanam

Joint Secretary

Phone: 9570665

e-mail: ds\_admin2@moca.gov.bd

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Date: 20.02.2019

**Copy for kind information and necessary action to (not in line with the seniority):**

1. Cabinet secretary, Cabinet Division/Principal Secretary to the Prime Minister, Prime Minister's Office, Dhaka.
2. Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
3. Secretary, Public Division, Office of the President.
4. Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
5. Additional Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
6. Additional Secretary (Cultural Heritage), Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
7. Additional Secretary (Admin), Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
8. H.E. Ambassador, Embassy of the Kingdom of Saudi Arabia, Dhaka, Bangladesh/H.E. Ambassador, Embassy of Bangladesh, Riyadh, Saudi Arabia.
9. Director General, Consular and Welfare Wing, Ministry of Foreign Affairs, Dhaka (with a request to issue letter of introduction in favour of Mr. A K M Rezaul Karim, Director (Deputy Secretary), National Book Centre, Ministry of Cultural Affairs, Dhaka and the members of his family).
10. Director General, Department of Immigration & Passport, Dhaka.
11. Mr. A K M Rezaul Karim, Director (Deputy Secretary), National Book Centre, Gulistan, Dhaka.
12. PS to Hon'ble State Minister, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
13. PS to Secretary in charge, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
14. Director, Hazrat Shahjalal International Airport, Dhaka.
15. Assistant Secretary & DDO, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
16. Chief Accounts Officer, Ministry of Cultural Affairs, 3<sup>rd</sup> Phase, Segunbagicha, Dhaka.
17. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
18. Accounts Officer, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
19. Assistant Programmer, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka (with a request to publish the notification at MOCA website).
20. Office copy.