

Government of the People's Republic of Bangladesh
Department of Disaster Management
Disaster Management Bhaban
92-93 Mohakhali, Dhaka-1212.
www.ddm.gov.bd

Memo no.51.01.0000.004.18.113.15(part-01).513

Date: 10 .07.2017

Government Order

The undersigned is pleased to grant earned leave of 15(fifteen) days in favor of Md Mahatab Uddin upper Division Assistant under Department of Disaster Management (DDM) for going to Malaysia which will effect from 01/09/2017 to 15/09/2017 or as he desire to avail under the following terms and conditions.

- a) He will not avail to additional leave.
- b) He will bear all the expenses and no government money will be spent.
He will draw his pay and allowance after leave in Bangladeshi currency.
- c) He will have to leave the country informing his controlling authority.
- d) This Order should be noted in his Service book.

2. This order is issued with approval of the competent authority.


(Shaila Yasmin)
(Deputy Secretary)
Deputy Director (Admin-2)
Department of Disaster Management.
Ph :+9886017

Memo no.51.01.0000.004.18.113.15(part-01).513

Date: 10 .07.2017

Copy forwarded for kind information and necessary action :

- 1.High Commisioner of Malaysia , Dhaka. Bangladesh.
- 2.Deputy Director, (admin-01)/(Budget/Account),Department of Disaster Management,Dhaka.
- 3 Chief Account Officer, Ministry of Disaster Management and Relief. Dhaka.
- 4.Emigration Officer, Hazrat Shahjalal International Airport, Dhaka.
5. Mr,Probir Kumar Das,Programmer of Department of Disaster Management, Dhaka. Request to Published this G.O in the Department of Disaster Management Website.
- 6.General Maneger,Foreign currency Exchange brance of Bangladesh Bank/Sonali bank/Janota Bank, Dhaka.
7. Md Mahatab Uddin. upper Division Assistant at Department of Disaster Management,Dhaka..
8. PA to DG, Department of Disaster Management,Dhaka.
9. PA to Director (Admin),Department of Disaster Management,Dhaka


(Shaila Yasmin)
(Deputy Secretary)
Deputy Director (Admin-2)
Department of Disaster Management.