



Civil Aviation Authority of Bangladesh  
HQ, Kurmitola, Dhaka-1229.  
Administration Division  
www.caab.gov.bd



**Record Number:** 30.31.0000.221.14.039.98.4030

**Date:** 04/06/2024

**Office Order**

Mr. Tapon Kumer Mazumder, Aerodrome Assistant, Civil Aviation Authority of Bangladesh (CAAB) has been granted Earned Leave (Ex-Bangladesh) starting from 25/03/2024 or for 10 (Ten) days from the actual date of commencement of leave. His Wife Meena Rani Mazumder and His daughter Arpita Mazumder will accompany him during the visit. This leave is granted for his wife's medical treatment in India under the following terms and conditions:

Terms and Conditions:

- i) He will draw his pay and allowances in local currency; no part of it should be drawn in foreign currency;
- ii) All expenses relating to this travel will be borne by himself; no part of it will be borne by the Government/CAAB.
- iii) He is not allowed to stay abroad beyond the period approved;
- iv) He has to inform the Authority duly upon his return; and
- v) The provision of Rule 34 of Appendix VIII of BSR (Part-1) will be applicable for this approval.

02. This Order is issued with the approval of the competent Authority.

04-06-2024

Md. Nejam Uddin

Assistant Director (Human Resource  
Development)

**Record Number:** 30.31.0000.221.14.039.98.4030/1 (5)

**Date:** 04/06/2024

**(Not in the order of**

**Copy for Kind Information and Necessary Actions seniority)**

:

1. Director General, Director General, DIP;
2. Executive Director (HSIA), Office of the Executive Director, Civil Aviation Authority, Bangladesh (with a request to inform the Admin Division at the Headquarters upon the concerned employee's joining the

office after the leave);

3. Director (CNS), Office of the Director (CNS), Civil Aviation Authority, Bangladesh (With a request for publication on website);

4. Passport and Immigration, Hazrat Shahjalal Int. Airport, Kurmitola, Dhaka-1229. and

5. Mr. Tapon Kumer Mazumder, Aerodrome Assistant, HSIA, Kurmitola, Dhaka-1229.



A handwritten signature in black ink, located above the date and name.

04-06-2024

Md. Nejam Uddin

Assistant Director (Human Resource  
Development)