



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

**Record Number:** 30.31.0000.221.65.294.15.5051

**Date:** 30/10/2024

### **Office Order**

Mohammad Anamul Haque, Upper Division Assistant, Civil Aviation Authority of Bangladesh (CAAB) has been granted Earned Leave (Ex-Bangladesh) from 01/11/2024 or for 20 (Twenty) days starting from the actual date of commencement of leave. This leave is granted to perform the 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 expenses relating to this travel will be borne by himself; no part of it will be borne by Government/CAAB;
- (c) He is not allowed to stay abroad beyond the period approved;
- (d) He has to duly inform the Authority upon his return; and
- (e) The provision of Rule 34 of Appendix VIII of BSR (Part-1) will be applicable for this approval.

2.0 The order is issued with the approval of the competent authority.

30-10-2024

Roma Rani Biswas  
Assistant Director (Admin)

**Record Number:** 30.31.0000.221.65.294.15.5051/1 (7)

**Date:** 30/10/2024

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

1. Director General, Director General, DIP;
2. Executive Director, Hazrat Shajalal International Airport, Kurmitola, Dhaka, Civil Aviation Authority of 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 Admin, Administration Division, Civil Aviation Authority of Bangladesh;
4. Deputy-Director CNS, CNS Division, Civil Aviation Authority of Bangladesh, (With the request for publication on website);
5. PS to the Chairman, Chairman office, Civil Aviation Authority of Bangladesh;

6. Officer-in-Charge, Passport and Immigration, Hazrat Shahjalal International Airport Kurmitola, Dhaka and
7. Mohammad Anamul Haque, Upper Division Assistant, HSIA, Kurmitola, Dhaka.



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30-10-2024

Roma Rani Biswas  
Assistant Director (Admin)



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HQ, Kurmitola, Dhaka-1229.  
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**Record Number:** 30.31.0000.221.11.400.15.5053

**Date:** 30/10/2024

### **Office Order**

Mr. Radesham Chandro Kiron, Traffic Hand, Civil Aviation Authority of Bangladesh (CAAB) has been granted Earned leave (Ex-Bangladesh) starting from 31/10/2024 or for 15 (Fifteen) days from the actual date of commencement of Leave. His son, Mr. Neladri Chandro Govir (13 years) will accompany him during the visit. This leave is granted for his son's treatment in India under the following 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.

30-10-2024

ROMA RANI BISWAS  
Assistant Director (Admin)

**Record Number:** 30.31.0000.221.11.400.15.5053/1 (5)

**Date:** 30/10/2024

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

1. Director General, Director General, DIP;
2. Executive Director (HSIA), Office of the Executive Director, Civil Aviation Authority of Bangladesh (with a request to inform the Admin Division at the Headquarters upon the concerned employee's joining the office after the leave);
3. Deputy Director (CNS), CNS Division, Civil Aviation Authority of Bangladesh (With a request for publication on website);

4. Passport and Immigration, Hazrat Shahjalal International Airport, Kurmitola, Dhaka-1229. and
5. Mr. Radesham Chandro Kiron, Traffic Hand, Hazrat Shahjalal International Airport, Kurmitola, Dhaka-1229..



A handwritten signature in black ink, appearing to read 'Roma Rani Biswas', written on a light purple rectangular background.

30-10-2024

ROMA RANI BISWAS  
Assistant Director (Admin)