



Civil Aviation Authority of Bangladesh
HQ, Kurmitola, Dhaka-1229.

www.caab.gov.bd

Record Number: 30.31.0000.221.12.477.99.5104

Date: 07/11/2024

Office Order

Mr. S.M. Jahanghir Shah, Fire Operator Driver, Civil Aviation Authority of Bangladesh (CAAB) has been granted Earned Leave (Ex-Bangladesh) from 14/11/2024 to 30/11/2024 or for 17 (Seventeen) 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 the Government/CAAB;
- (c) He is not allowed to stay abroad beyond the period approved;
- (d) He has to inform the Authority duly after 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.

07-11-2024

Roma Rani Biswas
Assistant Director (Administration)

Record Number: 30.31.0000.221.12.477.99.5104/1 (5)

Date: 07/11/2024

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

1. Director General, Office of the Director General, Director of Immigration & Passports, Agargaon, Dhaka;
2. Director (SAIA), 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 (CNS), Office of the Director (CNS), Civil Aviation Authority of Bangladesh (With request for publication on website);
4. Passport and Immigration, Hazrat Shahjalal International Airport, Kurmitola, Dhaka and
5. Mr. S.M. Jahanghir Shah, Fire Operator Driver, Civil Aviation Authority of Bangladesh.



A handwritten signature in black ink, appearing to be 'Roma Rani Biswas', written above a horizontal line.

07-11-2024

Roma Rani Biswas
Assistant Director (Administration)