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

www.caab.gov.bd

Record Number: 30.31.0000.221.30.039.97.5561 Date: 19/01/2025

Office Order

Mr. Darsi Ishodan Biswas, Foreman (E/M) of the Civil Aviation Authority of Bangladesh (CAAB) has been granted Earned Leave (Ex-Bangladesh) of 15 (Fifteen) days starting from 15/04/2025 or the actual date of commencement of leave. His wife (Ms. Moni Martha Biswas-49 years old), his son (Mr. Turja Daniel Biswas-15 years old), and his daughter (Ms. Satuli Tabitha Biswas-11 years old) will accompany him. This leave is granted to perform the Easter Sunday in Canada 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 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.

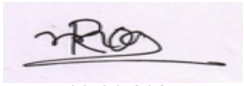
19-01-2025
Roma Rani Biswas
Assistant Director (Admin)

Record Number: 30.31.0000.221.30.039.97.5561/1 (6) Date: 19/01/2025

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. Deputy Director (Human Resource Development and General Training), HR Division, Civil Aviation Authority, Bangladesh;
3. Deputy Director (CNS), CNS Divison, Civil Aviation Authority, Bangladesh (With request for publication on website);
4. Executive Engineer (E/M) (C.C), E/M Division-1, 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);

5. Passport and Immigration, Hazrat Shahjalal International Airport, Kurmitola, Dhaka and and
6. Mr. Darsi Ishodan Biswas, Foreman (E/M), E/M Division-1, Hazrat Shahjalal International Airport, Dhaka.



19-01-2025
Roma Rani Biswas
Assistant Director (Admin)

Civil Aviation Authority of Bangladesh
HQ, Kurmitola, Dhaka-1229.
Administration Unit-1, HQ
www.caab.gov.bd

Record Number: 30.31.0000.221.15.021.99.5573 Date: 20/01/2025

Office Order

Mr. Mostafizur Rahman Milu, Photo Printer of the Civil Aviation Authority of Bangladesh (CAAB) has been granted Earned Leave (Ex-Bangladesh) starting from 02 February 2025 or for 15 (Fifteen) days from the actual date of commencement of leave. His wife (MST. HAFIZA AKTER) will accompany him during the visit. 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 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 inform the Authority duly 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.

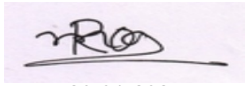
20-01-2025
ROMA RANI BISWAS
Assistant Director (Admin)

Record Number: 30.31.0000.221.15.021.99.5573/1 (6) Date: 20/01/2025

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, Bangladesh;
3. Director (HR), HR Division, Civil Aviation Authority, Bangladesh;
4. Deputy Director (CNS), CNS Divison, (With the request for publication on website), Civil Aviation Authority, Bangladesh;
5. PS to the Chairman, Chairman office, Civil Aviation Authority, Bangladesh and

6. Mr. Mostafizur Rahman Milu, Photo Printer, (With a request to inform the Admin Division at the Headquarters upon the concerned employees joining the office after the leave), Despatch Branch, Administration Department, CAAB, HQ, Kurmitola, Dhaka-1229.



20-01-2025
ROMA RANI BISWAS
Assistant Director (Admin)