



Government of the People's Republic of Bangladesh
Ministry of Power, Energy and Mineral Resources
Dhaka Power Distribution Company Ltd.
DGM (HR), Employee Management (Admin.)
www.dpdc.gov.bd
Biddut Bhaban, 1, Abdul Gani Road, Dhaka-1000



Record Number: 27.87.0000.404.08.001.24.714

Date: 9/5/2024

Office Order

With the approval of the authority, Mr. Md. Abu Kaisar [ID: 21423 & Passport No. A03335653], Deputy Manager (Finance), Office of the Superintending Engineer, Development-2, DPDC is being allowed 45 (forty five) days of Ex-Bangladesh leave from May 09, 2024 to June 22, 2024 (or 45 days from the start of the journey, including travel time) according to the rule 5.9 of the DPDC (Employees) service rules-2017 to travel Saudi Arabia to perform Holy Hajj.

Conditions:

- I. The ex-Bangladesh leave of 45 (forty five) days will be adjusted/ deducted from his accumulated earned leave ;
- II. He will draw his pay and allowances in local currency;
- III. His ex-Bangladesh leave will not be extended further without prior permission of the authority;
- IV. All expenses will be borne by him, no expenditure in this regard will be borne by the company (DPDC);
- V. He will hand over his charge(s), to be arranged locally by his controlling office(s).

This order is being issued in pursuance of the Power Division, MoPEMR's order number: 27.00.0000.088.008.011.23.355; dated: 07-05-2024.

09-05-2024

Md Rowich Uddin
Manager (HR), Office of the
DGM, Employee
Management
(Administration) Human
Resources, DPDC.

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27.87.0000.404.08.001.24.714/1(15)

Distribution (Not according to seniority):

- 1) Executive Director (Administration & HR/ Engineering/ Operations/ Finance/ ICT and Procurement), DPDC.
- 2) Company Secretary/ General Manager (HR)/ Chief Engineer (Development), DPDC.
- 3) CCO to Managing Director/ Superintending Engineer, Development-2, DPDC.
- 4) Controller of Foreign Currency, Bangladesh Bank.
- 5) Airport Manager, Hazrat Shahjalal (R) International Airport, Dhaka.
- 6) Customs Officer, Hazrat Shahjalal (R) International Airport, Dhaka.
- 7) Immigration Officer, Immigration & Passport Control, Hazrat Shahjalal (R) International Airport, Dhaka.
- 8) The Royal Embassy of Saudi Arabia, Dhaka, Bangladesh.
- 9) Mr. Md. Abu Kaisar, Deputy Manager (Finance), Office of the Superintending Engineer, Development-2.
- 10) Mr.....
- 11) Office copy/ Master file/ Personal file.



09-05-2024

Md. Rezaul karim
Assistant Manager (HR)