



Government of the People's Republic of Bangladesh  
Ministry of Power, Energy and Mineral  
Dhaka Power Distribution Company Ltd.



www.dpdc.gov.bd

Biddut Bhaban, 1, Abdul Gani Road, Dhaka-1000

Record Number: 27.87.0000.404.25.010.18.287

Date: 18/2/2024

### Office Order

With the approval of the authority, Ms. Tajkera Rahman (ID: 22171 & Passport No. A02986601), Assistant Manager (F), office of the General Manager, HR, DPDC is being allowed 15 (fifteen) days of ex-Bangladesh leave from February 19, 2024 to March 04, 2024 or for 15 days from the start of journey (including travel time) according to the rule 5.9 of the DPDC (Employees) Service Rules, 2017 to travel to India for the treatment of her mother. Her mother Ms. Tahima Akter (Passport No. A06829181) will accompany her during this visit.

#### Conditions:

- I. The ex-Bangladesh leave of 15 (fifteen) days will be adjusted/ deducted from her accumulated earned leave;
- II. She will draw her pay and allowances in local currency;
- III. Her ex-Bangladesh leave will not be extended further without prior permission of the authority;
- IV. All expenses will be borne by her, no expenditure in this regard will be borne by the company (DPDC);
- V. She will hand over her charge(s), to be arranged locally by her controlling office(s).

This order is being issued in pursuance of the Power Division, MoPEMR's order number: 27.00.0000.088.37.004.19.97; dated: 14-02-2023.

18-02-2024

Md Rowich Uddin  
Manager (HR), Office of the  
DGM, Employee  
Management (Admin),  
DPDC.  
Phone: +8802223388145

Record Number:

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27.87.0000.404.25.010.18.287/1(15)

Distribution (Not according to seniority):

- 1) Executive Director (Administration & HR/ Finance/ Engineering/ Operations/ ICT & Procurement), DPDC.
- 2) General Manager (HR), DPDC.
- 3) CCO to Managing Director, DPDC.
- 4) Controller of Foreign Currency, Bangladesh Bank.
- 5) Airport Manager, Hazrat Shahjalal (R) International Airport, Dhaka.
- 6) Junior Assistant Manager(HR), DPDC
- 7) Customs Officer, Hazrat Shahjalal (R) International Airport, Dhaka/ Benapole, Jashore/ Darshana, Chuadanga.
- 8) Immigration Officer, Immigration & Passport Control, Hazrat Shahjalal (R) International Airport, Dhaka/ Benapole, Jashore/ Darshana, Chuadanga.
- 9) The High Commission of India, Dhaka, Bangladesh.
- 10) Ms. Tajkera Rahman, Assistant Manager (F), office of the General Manager, HR, DPDC.
- 11) Office copy/ Master file/ Personal file.



18-02-2024

Md. Sumon Ahmed  
Assistant Manager (HR)