



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: 27.87.0000.404.08.001.24.573

Date: 18/4/2024

Office Order

With the approval of the authority, Ms. Rokeya Begum [ID: 15688 & Passport No. A14172466], Junior Assistant Manager (ICT), Office of the Executive Engineer, NOCS Azimpur, DPDC is being allowed 15 (fifteen) days of Ex-Bangladesh leave from April 21, 2024 to May 05, 2024 (or 15 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 to India to visit Ajmer Sharif. Her son Mr. Md Rifatul Aziz (Passport No. A13321154) and daughter Ms. Tasfia Maliha Maha (Passport No. A14257403) 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).

18-4-2024

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

Phone: +8802223388145
Email: rowich@dpdc.gov.bd

Record Number:

Date: 18/4/2024

27.87.0000.404.08.001.24.573/1(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, NOCS North, DPDC.
- 3) CCO to Managing Director/ Superintending Engineer, NOCS Azimpur, DPDC.
- 4) Executive Engineer, NOCS Azimpur, DPDC.
- 5) Controller of Foreign Currency, Bangladesh Bank.
- 6) Airport Manager, Hazrat Shahjalal (R) International Airport, Dhaka.
- 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. Rokeya Begum, Junior Assistant Manager (ICT), Office of the Executive Engineer, NOCS Azimpur, DPDC.
- 11) Office copy/ Master file/ Personal file.

18-4-2024

Md. Sumon Ahmed
Assistant Manager (HR)