



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



Record Number: 27.87.0000.404.25.010.18.661


Date: 2/5/2024

Office Order

With the approval of the authority, Mr. Md. Motalab Hossain (ID: 21679), Security Supervisor, Office of the DGM (HR), Security, DPDC is being allowed 45 (Forty Five) days of Ex-Bangladesh leave from May 10, 2024 to June 23, 2024 (or from the date of commencement of the leave, including travel time) according to the rule 5.9 of the DPDC (Employees) service rules-2017 to travel to Saudi Arabia for Pilgrimage (Hajj). He will be accompanied by his wife Ms. Rahela Akter.

Conditions:

1. The Ex-Bangladesh leave of 45 (Forty Five) days will be adjusted/ deducted from his accumulated earned leave;
2. He will draw his pay and allowances in local currency;
3. His Ex-Bangladesh leave will not be extended further without prior permission of the authority;
4. All expenses will be borne by him, no expenditure in this regard will be borne by the company (DPDC);
5. He will hand-over his charge(s) to be arranged locally by his controlling office(s).


02-05-2024

Sharmin Rahman
Manager (HR), Office of the
DGM (HR), Employee
Management
(Administration), DPDC.

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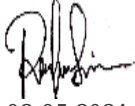
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27.87.0000.404.25.010.18.661/1(14)

Distribution (Not according to seniority):

- 1) Executive Director (Administration & HR/ Engineering/ Operations/ Finance/ ICT & Procurement), DPDC.
- 2) General Manager (HR), DPDC.
- 3) CCO to Managing Director/ DGM (HR), Security, 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) Embassy of the Kingdom of Saudi Arabia, Dhaka, Bangladesh.
- 9) Mr. Md. Motalab Hossain, Security Supervisor, Office of the DGM (HR), Security, DPDC.
- 10) Office copy/ Master file/ Personal file.



02-05-2024

Md. Rafsan Jani
Assistant Manager(HR)