



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: 27.87.0000.404.25.010.18.235

Date: 7/2/2024

### Office Order

With the approval of the authority, Mr. Md. Siful Islam (ID: 20162), Data Entry Operator, Office of the DGM (ICT), Revenue, DPDC is being allowed 05 (Five) days of Ex-Bangladesh leave from February 22, 2024 to February 26, 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 India for the purpose of his medical treatment.

#### **Conditions:**

1. The Ex-Bangladesh leave of 05 (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).

07-02-2024

Sharmin Rahman  
Manager (HR), Office of the  
DGM (HR), Employee  
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Distribution (Not according to seniority):

- 1) Executive Director (Administration & HR/ Engineering/ Operations/ Finance/ ICT & Procurement), DPDC.
- 2) General Manager (HR/ ICT, Energy and Metering), DPDC.
- 3) CCO to Managing Director/ DGM (ICT), Revenue, 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/ Benapole, Jashore/ Darshana, Chuadanga.
- 7) Immigration Officer, Immigration & Passport Control, Hazrat Shahjalal (R) International Airport, Dhaka/ Benapole, Jashore/ Darshana, Chuadanga.
- 8) The High Commission of India, Dhaka, Bangladesh.
- 9) Mr. Md. Siful Islam, Data Entry Operator, Office of the DGM (ICT), Revenue, DPDC.
- 10) Office copy/ Master file/ Personal file.



07-02-2024

Md. Rafsan Jani  
Assistant Manager(HR)