



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
Bidyut Bhaban, 1 Abdul Gani Road, Dhaka -
1000

Record Number: 27.87.0000.000.404.08.0001.24.200

Date: 23/02/2026

Office Order

With the approval of the competent authority, Mr. Sheikh Wahed Zubaier Shakil [ID: 21692 & Passport No. A18281881], Junior Assistant Manager (Finance)/Accountant, Office of the Superintending Engineer, NOCS, Demra of DPDC is hereby allowed 14 (fourteen) days of Ex-Bangladesh leave from February 23, 2026 to March 08, 2026 (or 14 days from the date of commencement of actual journey, including travel time) in accordance with the rule 5.9 of the DPDC (Employees) service rules-2017 to travel to India for his mother's treatment. His father S M Monjur Kader (Passport No. A21051146) and mother Shafia Kader Champa (Passport No. A21051147) will be accompanied with him.

Conditions:

- I. The ex-Bangladesh leave of 14 (fourteen) 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).

23-02-2026

Md Rowich Uddin

Manager (HR) & DGM (HR) [Add.
Charge], Employee Management
(Admin)

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dgmhrema@dpdc.org.bd

Record Number: 27.87.0000.000.404.08.0001.24.200/1 (11)

Date: 23/02/2026

Copy for Kind Information and Necessary Action (Not in the order of seniority):

1. His excellence high Commissioner, the High Commission of India in Dhaka, Bangladesh.,
;
2. Executive Director (Administration & HR/ Finance/ Engineering/ Operations/ ICT & Procurement), DPDC,
C,
;
3. General Manager (HR)/ Chief Engineer, NOCS, South, DPDC,
;
4. CCO to Managing Director/ Superintending Engineer, NOCS, Demra, 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,
;
8. Immigration Officer, Immigration & Passport Control, Hazrat Shahjalal (R) International Airport, Dhaka,
;
9. Assistant Manager (ICT), Office of the DGM (HR), Employee Management (Admin.), DPDC [With a request to publish on the DPDC website];
10. Mr. Sheikh Wahed Zubaier Shakil, Junior Assistant Manager (Finance)/Account, Office of the Superintending Engineer, NOCS, Demra, DPDC,
and
11. Office copy/ Master file/ Personal file,
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A handwritten signature in black ink, appearing to read 'Safiqul Islam Shawon', located on the right side of the page.

23-02-2026

Safiqul Islam Shawon
Assistant Manager (HR)