



Government of the People's Republic of Bangladesh  
Ministry of Power, Energy and Mineral  
Resources



Dhaka Power Distribution Company Ltd.  
Office of the DGM (HR), Employee  
Management (Admin)  
www.dpdc.gov.bd  
Bidyut Bhaban, 1 Abdul Gani Road, Dhaka -  
1000

**Record Number:** 27.87.0000.000.404.08.0001.24.302

**Date:** 10/03/2026

### **Office Order**

With the approval of the competent authority, Ms. Tahmina Ahmed [ID: 11215 & Passport No. A05612152], Manager (Finance) and Deputy General Manager (Finance) [Add. Charge], Govt. & Rev. Audit of DPDC is hereby allowed 10 (ten) days of Ex-Bangladesh leave from March 23, 2026 to April 01, 2026 (or 10 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 Saudi Arabia for performing holy Umrah. Her daughter Ms. Ramisa Fariha Rodoshee (Passport No. A05601201) will be accompanied with her.

#### **Conditions:**

- I. The ex-Bangladesh leave of 10 (ten) 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: 27.00.0000.088.037.05.21-96; dated: 09-03-2026.

10-03-2026

Md Rowich Uddin

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

Phone : +8802223388145

E-mail : dgmhrema@dpdc.org.bd

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

1. His excellence the Ambassador, the Royal Embassy of Saudi Arabia in Dhaka, Bangladesh,;
- ;
2. Executive Director (Administration & HR/ Finance/ Engineering/ Operations/ ICT & Procurement), DPDC,
- C,
- ;
3. General Manager (HR)/ General Manager (Audit), DPDC,
- ;
4. CCO to Managing Director/ Deputy General Manager (Finance), Govt. & Rev. Audit, DPDC,
- ;
5. Ms. Tahmina Ahmed, Manager (Finance) and Deputy General Manager (Finance) [Add. Charge], Govt. & Rev. Audit, DPDC,
- ;
6. Controller of Foreign Currency, Bangladesh Bank,
- ;
7. Airport Manager, Hazrat Shahjalal (R) International Airport, Dhaka,
- ;
8. Customs Officer, Hazrat Shahjalal (R) International Airport, Dhaka,
- ;
9. Immigration Officer, Immigration & Passport Control, Hazrat Shahjalal (R) International Airport, Dhaka,
- ;
10. Assistant Manager (ICT), Office of the DGM (HR), Employee Management (Admin.), DPDC [With a request to publish on the DPDC website] and
11. Office copy/ Master file/ Personal file,
- .



A handwritten signature in black ink, located on the right side of the page, above the date and name.

10-03-2026

Safiqul Islam Shawon  
Assistant Manager (HR)