



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:** 27.87.0000.000.404.08.0001.24.365

**Date:** 24/03/2026

### **Office Order**

With the approval of the competent authority, Mr. Md. Amir Hossen [ID: 11323 & Passport No. A13719362], Sub-Assistant Engineer, Office of the Executive Engineer, Grid (North)-2 of DPDC is hereby allowed 15 (fifteen) days of Ex-Bangladesh leave from March 25, 2026 to April 08, 2026 (or 15 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.

#### **Conditions:**

- I. The ex-Bangladesh leave of 15 (fifteen) 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).

24-03-2026

Md Rowich Uddin

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

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**Date:** 24/03/2026

**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;
3. General Manager (HR)/ Chief Engineer, Grid, DPDC;
4. CCO to Managing Director/ Superintending Engineer, Grid (North), DPDC;
5. Executive Engineer, Grid (North) -2, 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];
11. Mr. Md. Amir Hossen, Sub-Assistant Engineer, Office of the executive engineer, Grid (North)-2, DPDC and
12. 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.

24-03-2026

Safiqul Islam Shawon  
Assistant Manager (HR)