

**Government of the People's Republic of Bangladesh**  
**Ministry of Finance**  
**Financial Institutions Division**  
**Training Branch**  
**www.fid.gov.bd**

No. 53.00.0000.231.25.003.23-52

Date: 16-05-2024

Managing Director  
Bangladesh House Building Finance Corporation  
Head Office, Dhaka

**Subject: Ex-Bangladesh leave.**

The undersigned is directed to convey the administrative approval of the Government in favour of the following official to visit abroad under the following terms and conditions:

<b>Name of the Official</b>	Md Abdul Mannan, Managing Director Bangladesh House Building Finance Corporation Head Office, Dhaka
<b>Accompanied by</b>	Syeda Rokeya Begum, wife
<b>Country to visit</b>	Saudi Arabia
<b>Purpose</b>	For performing holy Hajj
<b>Period</b>	From 17-05-2024 to 30-06-2024 or 45 (forty-five) days from the date of travelling (including travel time)

**Terms and conditions:**

- (a) He will bear all the expenses relating to the visit. No expenditure shall be borne by the Government of Bangladesh or Bangladesh House Building Finance Corporation;
  - (b) He will draw his pay and allowances in local currency;
  - (c) His travelling time will be treated as ex-Bangladesh leave;
  - (d) The provision of Rule 34 of Appendix VIII of BSR (Part-1) is applicable for this approval; and
  - (e) He will not be allowed to stay abroad more than the approved period.
2. This order has been issued with the approval of competent authority.

  
16.05.2024  
Md. Mamunur Rashid  
Deputy Secretary  
Phone: 02223352450  
ds.training@fid.gov.bd

No. 53.00.0000.231.25.003.23-52/1(8)

Date: 16-05-2024

**Copy for information/necessary action (not in order of seniority):**

1. Foreign Secretary, Ministry of Foreign Affairs (with request to issue note verbale)
2. H.E. Ambassador, Embassy of Saudi Arabia in Dhaka, Bangladesh
3. Director General, Department of Immigration & Passport, Agargaon, Dhaka
4. Mr. Md Abdul Mannan, Managing Director, Bangladesh House Building Finance Corporation, Head Office, Dhaka
5. Executive Director, Hazrat Shah Jalal International Airport, Dhaka
6. P.S to Secretary, Financial Institutions Division, Ministry of Finance, Dhaka
7. Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka, Bangladesh
8. Programmer, ICT Cell, Financial Institutions Division (with request to publish this order on FID's website)

  
16.05.2024  
Md. Mamunur Rashid  
Deputy Secretary