Bangladesh Water Development Board
Office of the ADG(Admin)
Pani Bhaban, 72, Green Road, Dhaka-1205.
www.bwdb.gov.bd

Record Number: 42.01.0000.000.022.25.0511.23.239 Date: 21/08/2025

Office Order

In accordance with the order of the Prime Minister's Office, Letter Number. 03.069.025.06.00.003.3011-144(500), Dated: 19-06-2011 Mr. Md. Abul Kalam Shojeeb (ID No. 960925001) (Passport No. A15674762), Office Assistant Cum-Computer Typist, Directorate of Personnel, Bangladesh Water Development Board, Dhaka has been granted permission on special consideration to visit Nepal to attend on the 15th Asia Pacific Regional Conference (APRECON-2025) held in Katmundu, Nepal for a period of 06 (Six) days from 07-09-2025 to 12-09-2025 or the date of commencement of his journey.

3. The terms and conditions are as follows:-

(a) All the expenses of this visit will be borne by PSI;
(b) There will be no financial involvement of BWDB or Bangladesh Government to this visit;
(c) He will not be allowed to extend his leave;
(d) He will draw his pay and allowances in local currency;

(e) He must show the expenses of this travel in his income tax return;

(f) He will start his travel taking approval of Earned Leave from the competent authority; and
(g) The provisions of Rule 34 of Appendix-VIII of B.S.R. (Part-I), will be applicable in case of enjoying this Leave.

3. This order has been issued with the approval of the competent authority.

21-08-2025
MD. ABDUL SALIM
Deputy Director (Admin)
02222230021
adg.admin@bwdb.gov.bd

Record Number: 42.01.0000.000.022.25.0511.23.239/1 (11) Date: 21/08/2025

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

1. Director General, Immigration and Passport, Agargaon, Dhaka;
2. Director (Board), Board Secretariat, Bangladesh Water Development Board, Dhaka;
3. Director, Directorate of Staff, Bangladesh Water Development Board, Dhaka;
4. Director, Immigration, Hazrat Shahjalal International Airport, Dhaka/Sha Amanat International Airport, Chattogram/Osmani International Airport, Sylhet;
5. CSO to DG, Office of the Director General, Bangladesh Water Development Board, Dhaka;
6. Senior System Analyst, Central ICT Directorate, Bangladesh Water Development Board, Dhaka;
7. Officer-in-Charge, Immigration, Hazrat Shahjalal International Airport, Dhaka/Land Port, Benapole, Jessore/Hili, Dinajpur/Darshana, Chuadanga Sona Masjid, Chapainawabganj/Bhomra Port, Satkhira/Banglabandha Port, Panchagarh/Burimari, Lalmonirhat;
8. Deputy Director/Accounts Officer, Regional Accounting Centre (RAC), Bangladesh Water Development Board, Dhaka;
9. Personal Assistant, Office of the ADG (Admin), Bangladesh Water Development Board;
10. Mr. Md. Abul Kalam Shojeeb, Office Assistant Cum-Computer Typist, Directorate of Personnel, Bangladesh Water Development Board, Dhaka, and
11. Office Copy/Master Copy.

21-08-2025
Prodip Kumar Basak
Senior Assistant Director