



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

**Record Number:** 42.01.0000.000.022.25.0511.23.112

**Date:** 10/05/2026

### Office Order

In accordance with the order of the Prime Minister's Office, Letter No. 03.069.025.06.00.003.3011-144 (500), dated 19-06-2011, Mr. Asit Sen (ID No. 881130001) (Passport No. A09734206), Data Entry Operator, Office of the Chief Engineer, Design & Research, Bangladesh Water Development Board, Dhaka, has been granted permission to visit India for better treatment of his sister's uterine tumor diseases for a period of 30 (thirty) days from 14-05-2026 to 12-06-2026, or the date of commencement of his journey, under the following conditions:

2. He will be accompanied by his sister, Mrs. Sika Sen, his brother -in-law, Mr. Subir Halder, and his niece, Ms. Susmita Halder, during the travel.

3. The terms and conditions are as follows:

- (a) All the expenses of this visit will be borne by himself;
- (b) There will be no financial involvement of BWDB or the Bangladesh Government in 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 report the expenses of this travel in his income tax return;
- (f) He will start his travel after obtaining approval for earned leave from the competent authority; and
- (g) The provisions of Rule 34 of Appendix VIII of B.S.R. (Part 1) will be applicable in case of enjoying this leave.

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

10-05-2026

Md. Abdul Salim

Deputy Director (Admin)

Phone : 02222230021

E-mail : a.salim.bwdb@gmail.com

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

1. Director General, Immigration and Passport, Agargaon, Dhaka..
2. Chief Engineer, Office of the Chief Engineer(Civil), Design, Bangladesh Water Development Board, Dhaka.
3. Director (Board), Bangladesh Water Development Board, Dhaka.
4. Director Immigration, Hazrat Shahjalal International Airport, Dhaka..
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. A request has been made to publish on the board's website ([www.bwdb.gov.bd](http://www.bwdb.gov.bd))..
7. Officer-in-Charge, Immigration, Hazrat Shahjalal International Airport, Dhaka/Land Port, Benapole, Jessore/Darshana, Chuadanga/Sona Masjid, Chapainawabganj/Bhomra Port, Satkhira/Banglabandha Port, Panchagarh/Burimari, Lalmonirhat.
8. Deputy Director/Accounts Officer, Green Road RAC, Green Road, Dhaka.
9. Personal Assistant, Office of the ADG (Admin), Bangladesh Water Development Board, Dhaka.
10. Mr. Asit Sen, Data Entry Operator, Office of the Chief Engineer, Design & Research, Bangladesh Water Development Board, Dhaka.
11. Office Copy/Master Copy.



A handwritten signature in black ink, appearing to read 'Prodip Kumar Basak', written over a light blue rectangular background.

10-05-2026

Prodip Kumar Basak  
Senior Assistant Director (Admin)