



# আনসার-ভিডিপি উন্নয়ন ব্যাংক

## ANSAR-VDP UNNAYAN BANK

Personnel Sub-Division

No-PF-575/2696

Date: 07-10-2019

### Office Order

As Per the administrative approval of Financial Institutions Division, Ministry of Finance, vide letter no-53.00.0000.231.25.0007.19-823, Dated: 30-09-2019 the following Senior Officer of Ansar VDP Unnayan Bank is granted Ex-Bangladesh leave for the mentioned period and given permission to visit India.

Sl. no	Name, Designation & Posting	Purpose	Accompany	Approved Period of Time
1.	Ms. Tamanna Jahan Chowdhury Senior Officer, ID-575 Branch Control Sub-Division Ansar VDP Unnayan Bank, Head Office, Dhaka	For Visiting Religious Holy Places India	(i) Mohammad Nurun Nobi (husband) (ii) Saoda Nur Tazri (daughter) (iii) Intisar Nur Tahmid (son)	15 (Fifteen) days starting from 01-12-19 or from the date of travelling (including travel time)

### 2. The Terms and Conditions are as follows:

- She will bear all the expenses relating to her visit. No expenditure will be borne by the Ansar VDP Unnayan Bank.
- Her travelling time will be treated as ex-Bangladesh leave.
- She will not be allowed to stay aboard more than the approved period.
- This approval will remain valid upto 03 (three) months from 01-12-2019.
- Ms. Asma Begum, Senior Officer, ID-704, Branch Control Sub-Division, Ansar-VDP Unnayan Bank, Head Office, Dhaka will be perform the duty of Tamanna Jahan Chowdhury in addition to her own duty.

### 3. This order is issued with the approval of the competent authority.

*SAP*  
Md. Shibir Ahmed  
Assistant General Manager  
Phone: +88-02-49349915  
Email: [avubpd@gmail.com](mailto:avubpd@gmail.com)

No-PF-575/2696

Date: 07-10-2019

### Copy for kind information and necessary action (not in order of seniority)

- Staff Officer, MD's Secreteriate, Ansar VDP Unnayan Bank, Head Office, Dhaka.
- Staff Officer, General Manager (Admin/Operation) Ansar VDP Unnayan Bank, Head Office, Dhaka
- Immigration Officer, Hazrat Shajalal International Airport, Dhaka/Land Port (all), Bangladesh.
- System Analyst, ICT Sub-Division, Ansar VDP Unnayan Bank, Head Office, Dhaka (To publish in Ansar VDP Unanyan Banks Website)
- Head of the Division, Central Accounts Sub-Division, Ansar VDP Unnayan Bank, Head Office, Dhaka.
- Ms. Tammanna Jahan Chowdhury, Senior Officer, Branch Control Sub-Division Ansar VDP Unnayan Bank, Head Office, Dhaka.
- Ms. Asma Begum, Senior Officer, Branch Control Sub-Division Ansar VDP Unnayan Bank, Head Office, Dhaka.
- Office & Master Copy.

*Johara Akhter*  
07-10-19  
Johara Akhter  
Senior Officer

E:\All Leave\Foreign Leave\Others Leave\Pre Sanction\575. Tamanna Jahan Chowdhury\Letter.doc

Address: Head Office, 14, Outer Circular Road, Aman Court, Rajarbagh, Dhaka-1217.  
Telephone: 48322181, 48313191, 48313147, 48313196, 49347615  
Website: [www.ansarvdpbank.gov.bd](http://www.ansarvdpbank.gov.bd), E-mail: [info@ansarvdpbank.gov.bd](mailto:info@ansarvdpbank.gov.bd)

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

No. 53.00.0000.231.25.007.19-823

Dated: 30-09-2019

Managing Director  
Ansar-VDP Unnayan Bank  
Head Office, Dhaka.

Sub : Administrative approval of the following 02 (two) officials of Ansar-VDP Unnayan Bank.

The undersigned is directed to convey the administrative approval of the Government of the People's Republic of Bangladesh in favor of the following 02 (two) officials of Ansar-VDP Unnayan Bank on account of their visit abroad under the terms and conditions described below:

Sl. no.	Name, Designation (address), and accompanies	Purpose of the visit and Name of the country	Duration
1	2	3	4
01	Mr. Uttam Kumar Singha Manager, (Principal officer), Ansar-VDP Unnayan Bank, Chattogram Branch, Chattogram.	For visiting religious places. India	15 (fifteen) days starting from 06-10-2019 or from the date of travelling (including travel time).
02	Ms. Tamanna Jahan Chowdhury (Accompanied by her husband Mohammad Nurun Nobi, daughter Saoda Nur Tazri & son Intisar Nur Tahmid) Senior Officer, Ansar-VDP Unnayan Bank, Head Office, Dhaka.	For visiting religious places. India	15 (fifteen) days starting from 01-12-2019 or from the date of travelling (including travel time).

Terms & Conditions:

- They will bear all the expenses relating to their visit. No expenditure will be borne by the Government of Bangladesh or by Ansar-VDP Unnayan Bank;
  - Their travelling time will be treated as ex-Bangladesh leave; and
  - They will not be allowed to stay abroad more than the approved period.
2. This order has been issued with the approval of appropriate authority.

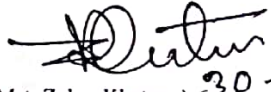
Sd/-  
(Mst. Zohra Khatoon)  
Deputy Secretary  
Phone: 9559205  
e-mail: training@fid.gov.bd

No. 53.00.0000.231.25.007.19-823(9)

Dated: 30-09-2019

Copy for kind information and necessary action (not in order of seniority):

- Director General, Immigration & Passport, Agargaon, Dhaka.
- Director, Hazrat Shah Jalal International Airport, Dhaka.
- P.S to Senior Secretary, Financial Institutions Division, Ministry of Finance, Dhaka.
- Mr. Uttam Kumar Singha, Manager, (Principal officer), Ansar-VDP Unnayan Bank, Chattogram Branch, Chattogram.
- Ms. Tamanna Jahan Chowdhury, Senior Officer, Ansar-VDP Unnayan Bank, Head Office, Dhaka.
- Programmer, ICT cell, Financial Institutions Division (with request to publish this order on FID website).
- Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka/Land port (all), Bangladesh.
- PO to Additional Secretary (Administration), Financial Institutions Division, Ministry of Finance, Dhaka.
- Office copy.

  
(Mst. Zohra Khatoon) 30-09-19  
Deputy Secretary