



আনসার-ভিডিপি উন্নয়ন ব্যাংক

ANSAR-VDP UNNAYAN BANK

Personnel Sub-Department

No-PF-498/ 6200

Date: 17 February 2020

Office Order


As Per the administrative approval of bank authority dated: 17.02.2020 the following 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.	Asma Akter Officer ID-498 Ansar VDP Unnayan Bank, Personnel Sub-Department Head Office, Dhaka	For visiting religious places India	(i) Mohammad Kamruzzaman (husband) (ii) Mohtasim Faiaz (son) (iii) Nujhat Nowsin (daughter)	9 (nine) days starting from 05.03.2020 or from the date of travelling (including travel time)

2. Terms and Conditions are as below:

- 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 05.03.2020.
- Mr. Imam Mahadi Hasan, Principal Officer, ID-22, Personnel Sub-Department, Ansar-VDP Unnayan Bank, Head Office, Dhaka will be perform the duty of Asma Akter in addition to his own duty.

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

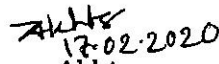

Md. Shabbir Ahmed
Assistant General Manager
Phone: +88-02-49349915
Email: avubpd@gmail.com

No-PF-498/ 6200

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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), Ansar VDP Unnayan Bank, Head Office, Dhaka.
- Immigration Officer, Hazrat Shajalal International Airport, Dhaka/Land Port (all), Bangladesh.
- System Analyst, Computer Sub-Department, Ansar VDP Unnayan Bank, Head Office, Dhaka
(To publish in Ansar VDP Unnayan Banks Website).
- Head of the Department, Central Accounts Sub-Department, Ansar VDP Unnayan Bank, Head Office, Dhaka.
- Mr. Imam Mahadi Hasan, Principal Officer, ID-22, Personnel Sub-Department, Ansar VDP Unnayan Bank, Head Office, Dhaka.
- Ms. Asma Akter, Officer, Personnel Sub-Department, Ansar VDP Unnayan Bank, Head Office, Dhaka.
- Office copy/master copy.


17-02-2020
Johara Akhter
Senior Officer