



### Personnel Division

No-RF-285/ 6476

Date: 09 May 2024

### Office Order

As Per the administrative approval of Financial Institutions Division, Ministry of Finance, vide letter no-53.00.0000.231.25.007.19-198 Dated: 25-04-2024, the following Principal Officer of Ansar-VDP Unnayan Bank is granted Ex-Bangladesh leave for the mentioned period and given permission for performing holy Hajj in Saudi Arabia.

Sl. no	Name, Designation & Posting	Purpose of the visit and Name of the country	Accompanies	Approved Period of Time
1.	Mohammad Nazrul Islam Mollah ID No-285, Principal Officer Training and Human Resource Department Ansar-VDP Unnayan Bank Head Office, Dhaka	For performing holy Hajj  Country: Saudi Arabia	1. Shahida Islam- wife 2. Mollah Safwan Islam Araf-son	From the date 25.05.2024 to 08.07.2024 or 45 (forty-five) days from the date of travelling (including travel time).

### 2. Terms and Conditions are as below:

- He will bear all the expenses relating to the visit. No expenditure shall be borne by Government of Bangladesh or Ansar-VDP Unnayan Bank;
- He will draw all pay and allowances in local currency;
- His travelling time will be treated as ex-Bangladesh leave;
- The provision of Rule 34 of Appendix VIII of BSR (Part-1) is applicable for this approval; and
- He will not be allowed to stay aboard more than the approved period.

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

09.05.2024  
Md. Abdur Rahim Shikdar  
Assistant General Manager  
Phone: +88-02-222224291  
Email: avubpd@gmail.com

No-RF-285/ 6476

Date: 09 May 2024

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

- Staff Officer to Managing Director, Ansar-VDP Unnayan Bank, Head Office, Dhaka.
- Staff Officer to Deputy Managing Director, Ansar-VDP Unnayan Bank, Head Office, Dhaka.
- Staff Officer to General Manager (Administration/Operation/Central Accounts & Audit) Ansar-VDP Unnayan Bank, Head Office, Dhaka.
- Immigration Officer, Hazrat Shajalal International Airport, Dhaka/Land Port (all), Bangladesh.
- Head of the Department, Central Accounts Department/ Training and Human Resource Department, Ansar-VDP Unnayan Bank, Head Office, Dhaka
- System Analyst, ICT Department, Ansar-VDP Unnayan Bank, Head Office, Dhaka (To publish in Ansar-VDP Unnayan Banks Website)
- Mohammad Nazrul Islam Mollah, ID-285, Principal Officer, Training and Human Resource Department, Ansar-VDP Unnayan Bank, Head Office, Dhaka
- Office Copy/Master Copy.

09.05.24  
Palash Halder  
Principal Officer

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

Record Number: 53.00.0000.231.25.007.19.198

Date: 25/4/2024

Recipients: Managing Director, Ansar-VDP Unnayan Bank, Head Office, Dhaka

Subject: .. Ex-Bangladesh leave

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

Name of the Official	Mohammad Nazrul Islam Mollah, Principal Officer Ansar VDP Unnayan Bank, Head Office, Dhaka
Accompanied by	Shahida Islam-wife Mollah Safwan Islam Araf-son
Country to visit	Saudi Arabia
Purpose	For performing holy Hajj
Period	From 25-05-2024 to 08-07-2024 or 45 (forty five) days from the date of travelling (including travel time)

- (a) He will bear all expenses relating to the visit. No expenditure shall be borne by the Government of Bangladesh or Ansar-VDP Unnayan Bank;
- (b) He will draw all 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 for more than the approved period.
2. This order has been issued with the approval of the competent authority.



25-04-2024

Md. Mamunur Rashid

Deputy Secretary

Phone: 02223352450

Fax: 9513500

Email: ds.training@fid.gov.bd

Record Number: 53.00.0000.231.25.007.19.198/1

Date: 25/4/2024

A copy has been sent for consideration and necessary (if applicable) action:

- 1) Executive Director, Hazrat Shah Jalal International Airport, Dhaka
- 2) P.S to Secretary, Financial Institutions Division, Ministry of Finance, Dhaka
- 3) Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka

- 4) Programmer, ICT Cell, Financial Institutions Division (with request to publish this order on FID's website)  
5) Mr. Mohammad Nazrul Islam Mollah, Principal Officer, Ansar VDP Unnayan Bank, Head Office, Dhaka



25-04-2024

Md. Mamunur Rashid  
Deputy Secretary