



আনসার-ভিডিপি উন্নয়ন ব্যাংক

ANSAR-VDP UNNAYAN BANK

Personnel Sub-Division

No-PF-587/ 3057

Date: 22-10-2019

Office Order

As Per the administrative approval of Financial Institutions Division, Ministry of Finance, vide letter no-53.00.0000.231.25.0007.19-904, Dated: 22-10-2019 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.	Mr. Md. Jainul Abedin Senior Officer, ID-587 Loan & Advance Sub-Division Ansar VDP Unnayan Bank, Head Office, Dhaka	For treatment his daughter	(i) Wafiya Zartaj (daughter)	30 (thirty) days starting from 25-10-19 or from the date of travelling (including travel time)

2. The Terms and Conditions are as follows:

- He will bear all the expenses relating to his visit. No expenditure will be borne by the Ansar VDP Unnayan Bank.
- His travelling time will be treated as ex-Bangladesh leave.
- His daughter Wafiya Zartaj will accompany him during his travel.
- He will not be allowed to stay aboard more than the approved period.
- Ms. Sabia Akhter, Senior Officer, ID-715, Loan & Advance Sub-Division, Ansar-VDP Unnayan Bank, Head Office, Dhaka will be perform the duty of Mr. Md. Jainul Abedin in addition to her own duty.

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

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

Date: 22-10-2019

No-PF-587/ 3057

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

- Staff Officer, MD's Secretariate, 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.
- Mr. Md. Jaiul Abedin, Senior Officer, Loan & Advance Sub-Division, Ansar VDP Unnayan Bank, Head Office, Dhaka.
- Ms. Sabia Akhter, Senior Officer, Loan & Advance Sub-Division, Ansar VDP Unnayan Bank, Head Office, Dhaka.
- Office & Master Copy.

J.A.
22-10-19
Johara Akhter
Senior Officer