



# বাংলাদেশ উন্নয়ন গবেষণা প্রতিষ্ঠান

## BANGLADESH INSTITUTE OF DEVELOPMENT STUDIES

No-20.08.0000.200.32.213.24-52

Date: 28 April 2024

### Office Order

The undersigned is directed to state that the Bangladesh Institute of Development Studies (BIDS) has approved Ex-Bangladesh Leave in favour of Mr. Md. Toufikul Islam, Administrative Officer (Scale of Pay Tk. 16,000-38,640/-, 10<sup>th</sup> Grade) for personal visit to India from 05 May 2024 to 14 May 2024 or a nearest suitable date. He will avail Earned Leave (with full pay) during this period. The terms and conditions are mentioned below:

- He will leave Dhaka for India on 04 May 2024 or a nearest suitable date and return to Dhaka on 15 May 2024 or a close to it.
- He will draw his pay and allowances in local currency. No part of his salary will be paid in foreign currency during the period.
- All expenses will be borne by him. There will be no financial involvement of the Government of Bangladesh in this regard.
- He will not be allowed to stay abroad more than the approved period.

2. In addition, his wife Mrs. Tasriear Rahman will accompany with him.

This sanction letter is issued with the approval of the competent authority.

Subash Chandra Saha  
Secretary (a.i)  
Phone: 02-58160455  
e-mail: secretary@bids.org.bd

No-20.08.0000.200.32.213.24

Date: 28 April 2024

Copy forwarded for kind information and necessary action to (Not according to Seniority):

- H.E the High Commissioner, High Commission of the People's Republic of Bangladesh in Kolkata, India (By Bag)
- H.E the High Commissioner, Indian High Commission in Bangladesh, Dhaka
- Director, Benapole Land Port Authority, Jashore
- IT Manager (a.i), BIDS, Dhaka. (with request to publish in website)
- Chief Accountant, BIDS, Dhaka
- Mr. Md. Toufikul Islam, Administrative Officer, BIDS, Dhaka
- PS to DG, BIDS, Dhaka (for kind information to DG, BIDS)
- Personal Assistant to Secretary, BIDS, Dhaka (for kind information to Secretary, BIDS)
- Personal File.

Subash Chandra Saha  
Secretary (a.i)  
Phone: 02-58160455  
e-mail: secretary@bids.org.bd