



Dhaka Water Supply and Sewerage Authority  
Office of the Managing Director  
WASA Bhaban  
98, Kazi Nazrul Islam Avenue, Dhaka-1215.  
Website: www.dwasa.org.bd

উন্নয়নের গণতন্ত্র  
শেখ হাসিনার মূলমন্ত্র।

Memo No.- 46.113.208.00.16.2363.1995-460

Date: 21/03/2018.

From : Secretary  
Dhaka WASA.  
To : Chief Accounts Officer  
Dhaka WASA.

Subject : Sanction of earned leave (Ex-Bangladesh leave) for 07(Seven) days.

The undersigned is directed to convey the sanction of earned leave (Ex-Bangladesh leave) of Mr. Md. Rafiqul Islam, Superintending Engineer (Current Charge) & Project Director, Padma (Jashaldia) Water Treatment Construction (Phase-1) Project, Dhaka WASA for medical treatment of his wife in Singapore from 25 March, 2018 to 31 March, 2018 or 07(Seven) days from the actual date of departure under the following terms and conditions.

2. Terms and conditions :
- All expenses including airfare shall be borne by himself.
  - He will not be allowed to stay abroad beyond the period mentioned above.
  - No part of his pay and allowance will be paid in foreign currency.
  - On his return to Bangladesh he will join the respective Office.

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

Sd/-  
(S. M. Rezaul Mostofa Kamal)  
Secretary  
Dhaka WASA.  
Phone : 9110164.  
Date: 21/03/2018.

Memo No.- 46.113.208.00.16.2363.1995-460

Copy for kind information and necessary action to (not according to seniority) :

- Director General, Department of Immigration & Passport, Dhaka.
- Deputy Managing Director (Admin / O & M / R P & D / Finance), Dhaka WASA.
- Additional Chief Engineer (R P & D), Dhaka WASA.
- Director, Hazrat Shahjalal International Airport, Dhaka.
- Mr. Md. Rafiqul Islam, Superintending Engineer (Current Charge) & Project Director, Padma (Jashaldia) Water Treatment Construction (Phase-1) Project, Dhaka WASA.
- Chief Training Officer, Dhaka WASA.
- Deputy Secretary (.....), Dhaka WASA.
- Assistant System Analyst (M.I.S & Billing). Dhaka WASA (with request to upload to the Dhaka WASA website).
- P. A. to Managing Director, Dhaka WASA (for kind information to the Managing Director).
- Record keeper, Administration Division-1, Dhaka WASA.
- PIMS Cell, Admin Division-2, Dhaka WASA.
- Office Copy.

21/3/18  
Secretary  
Dhaka WASA.