



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.-46.113.208.00.16.5091.2010-798

Date: 20/05/2018.

From : Secretary
Dhaka WASA.

To : Chief Accounts Officer
Dhaka WASA.

Subject : Sanction of earned leave (Ex-Bangladesh leave) for 15(Fifteen) days.

The undersigned is directed to convey the sanction of earned leave (Ex-Bangladesh leave) of Mr. Md. Mahbub Hasan, Executive Engineer(C.C.), S.O.C. Division, Dhaka WASA to visit Thailand from 30 April, 2018 to 14 May, 2018 or 15(Fifteen) days from the actual date of departure under the following terms and conditions. He will be accompanied by his wife- Umme Habiba and daughter- Mastura Sundas.

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: 20/05/2018.

Memo No.-46.113.208.00.16.5091.2010-798

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

01. Deputy Managing Director (Admin / Finance), Dhaka WASA.
02. Director (Development/Technical), Dhaka WASA.
03. Chief Engineer, Dhaka WASA.
04. Director, Hazrat Shahjalal International Airport, Dhaka.
05. Superintending Engineer, SMWC Circle, Dhaka WASA.
06. Mr. Md. Mahbub Hasan, Executive Engineer(C.C.), S.O.C. Division, Dhaka WASA.
07. Deputy Secretary, Administration Division-1 / 2, Dhaka WASA.
08. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
09. Assistant System Analyst (M.I.S & Billing), Dhaka WASA (with request to upload to the Dhaka WASA website).
10. P. A. to Managing Director, Dhaka WASA (for kind information to the Managing Director).
11. Record Keeper, Administration Division-1, Dhaka WASA.
12. PIMS Cell, Administration Division-2, Dhaka WASA.
13. Office Copy.

স্বাক্ষর 17/5/18
Secretary
Dhaka WASA.