



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.-46.113.208.00.16.226.2016- 726

Date: 07/05/2018.

From : Secretary  
Dhaka WASA.

To : Chief Accounts Officer  
Dhaka WASA.

Subject : Sanction of earned leave (Ex-Bangladesh leave) for 21(Twenty one) days.

The undersigned is directed to convey the sanction of earned leave (Ex-Bangladesh leave) of Mr. Ruhul Amin, Assistant Revenue Officer, Revenue Zone-1, Dhaka WASA to perform holy Omrah in Saudi Arabia from 10 May, 2018 to 30 May, 2018 or 21(Twenty one) 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.
- No part of his pay and allowance will be paid in foreign currency.
- He will not be allowed to stay abroad beyond the period mentioned above.
- 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 :+88 02 9110164.

Date: 07./05/2018.

No.-46.113.208.00.16.226.2016- 726

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. Commercial Manager, Dhaka WASA.
04. Director, Hazrat Shahjalal International Airport, Dhaka.
05. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
06. Chief Revenue Officer, Dhaka WASA.
07. Deputy Secretary (.....), Dhaka WASA.
08. Deputy Chief Revenue Officer, Revenue Zone-1, Dhaka WASA.
- ✓ 09. Assistant System Analyst (M.I.S & Billing). Dhaka WASA (with request to upload to the Dhaka WASA website).
10. Revenue Officer, Revenue Zone-1, Dhaka WASA.
11. Mr. Ruhul Amin, Assistant Revenue Officer, Revenue Zone-1, Dhaka WASA.
12. P. A. to Managing Director, Dhaka WASA (for kind information to the Managing Director).
13. Record keeper, Administration Division-1, Dhaka WASA.
14. PIMS Cell, Admin Division-2, Dhaka WASA.
15. Office Copy.

  
Secretary  
Dhaka WASA.