



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।

No.- 46.113.208.00.16.013.2012- 672

Date: 29/04/2018.

From : Secretary  
Dhaka WASA.

To : Chief Accounts Officer  
Dhaka WASA.

Sub : Sanction of earned leave (Ex-Bangladesh leave) for 20(Twenty) days.

The undersigned is directed to convey the sanction of earned leave (Ex-Bangladesh leave) of Umme Hanifa, Sub-Assistant Engineer, Procurement Division-2, Dhaka WASA for treatment in India from 20 April 2018 to 09 May 2018 or 20(Twenty) days from the actual date of departure under the following terms and conditions. She will be accompanied by her spouse Md. Anowarul Islam (37 yrs.).

2. Terms and conditions :

- All expenses including airfare shall be borne by Umme Hanifa.
- No part of her pay and allowance will be paid in foreign currency.
- She will not be allowed to stay abroad beyond the period mentioned above.
- On her return to Bangladesh she 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.

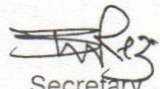
Phone : 9110164.

Date: 29/04/2018.

No.- 46.113.208.00.16.013.2012- 672

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, RPE&M Circle, Dhaka WASA.
06. Chief Training Officer, Dhaka WASA.
07. Executive Engineer, Procurement Division-2, Dhaka WASA.
08. Deputy Secretary (.....), Dhaka WASA.
09. Assistant System Analyst (M.I.S & Billing). Dhaka WASA (with request to upload to the Dhaka WASA website).
10. Duty Officer, Benapole Check post, Horidaspur, Jessore, Bangladesh.
11. Umme Hanifa, Sub-Assistant Engineer, Procurement Division-2, 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.