



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.-46.113.208.00.16.4021.2006-1392

Date: 28 /11/2018.

From : Deputy Secretary
Administration Division-1
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. Abdul Mazid, Executive Engineer, MODS Zone-4, Dhaka WASA to perform holy Omrah in Saudi Arabia from 05 December, 2018 to 19 December, 2018 for 15(Fifteen) days 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/-

(Ms. Mausumi Khanam)
Deputy Secretary
Administration Division-1
Dhaka WASA.
Phone : 55012407.
Date: 28 /11/2018.

Memo No.-46.113.208.00.16.4021.2006-1392

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

01. Director General, Department of Immigration & Passport, Dhaka.
02. Deputy Managing Director (Admin / Finance), Dhaka WASA.
03. Director (Development/Technical), Dhaka WASA.
04. Chief Engineer, Dhaka WASA.
05. Additional Chief Engineer (RP&D), Dhaka WASA.
06. Superintending Engineer, MODS Circle-2, Dhaka WASA.
07. Director, Hazrat Shahjalal International Airport, Dhaka.
08. Mr. Md. Abdul Mazid, Executive Engineer, MODS Zone-4, Dhaka WASA.
09. Deputy Secretary (.....), Dhaka WASA.
10. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
11. Assistant System Analyst (M.I.S & Billing). Dhaka WASA (with request to upload to the Dhaka WASA website).
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.


28.11.18
Deputy Secretary
Administration Division-1
Dhaka WASA.