



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.com

উন্নয়নের গণতন্ত্র
শেখ হাসিনার মূলমন্ত্র

Date: 17.01.19

No-P/10/zone-6/2001/88/Admin-2

From : Deputy Secretary (Admin-II)
Dhaka WASA.

To : Chief Accounts Officer
Dhaka WASA

Subject : Approval 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 MD. SAIFUL ISLAM, A.P.O Mods Zone-6, Dhaka WASA for treatment in India from 20th January, 2019 to 03rd December, 2019 or 15(fifteen) days from the actual date of his departure under the following terms and conditions.

- All expenses including air fare shall be borne by himself.
- No part of his salary 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.

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

Sd/
(SHAHIDA KANIZ)
Deputy Secretary (Admin-II)
Dhaka WASA.

Phone : 55012401

Date: 17.01.19

No-P/10/zone-6/2001/88/Admin-2

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

- Director General, Department of Immigration & Passport, Dhaka.
- Deputy Managing Director (Admin /Finance), Dhaka WASA.
- Director (Development/Technical), Dhaka WASA.
- Chief Engineer, Dhaka WASA.
- Chief Accounts Officer/Chief Training Officer, Dhaka WASA.
- Executive-Engineer, Mods Zone-6, Dhaka WASA.
- Assistant System Analyst (M.I.S & Billing), Computer Center, Dhaka WASA (with request to upload to the DWASA website).
- Manager, Hazrat Shahjalal International Airport/Duty Officer, Benapole Check Post, Haridaspur, Jessore.
- Immigration Officer, Hazrat Shahjalal International, Dhaka.
- P. A. to Managing Director, Dhaka WASA (for kind information to the Managing Director).
- PIMS Cell, Administration Division-II, Dhaka WASA.
- Md. Saiful Islam, A.P.O, Mods Zone-6, Dhaka WASA.
- Record keeper, Administration Division-1, Dhaka WASA.
- Office copy.

Deputy Secretary (Admin-II)
Dhaka WASA.