

Dhaka Water Supply and Sewerage Authority
Office of the Managing Director
WASA Bhaban
98, Kazi Nazrul Islam Avenue, Dhaka-1215
ebsite: www.dwasa.org.bd.com

উন্নয়নের গণতন্ত্র
শেখ হাসিনার মূলমন্ত্র

Date: ০৩.০২.১৯

No-P-58/zone-1/01/ 133/Admin-2

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

To : Chief Accounts Officer
Dhaka WASA

Subject : Approval of Earned Leave (Ex-Bangladesh leave) for 16(sixteen) days.

The undersigned is directed to convey the sanction of earned leave (Ex-Bangladesh leave) of MOHAMMAD MASUM A.P.o Mods Zone-1, Dhaka WASA to visit in INDIA from 16th January, 2019 to 31th January, 2019 or 16(sixteen) 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: ০৩.০১.১৯

No-P-58/zone-1/01/ 133/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-1, 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.
- Mohammad, Masum, A.P.o, Mods Zone-1, Dhaka WASA.
- Record keeper, Administration Division-1, Dhaka WASA.
- Office copy.

Deputy Secretary (Admin-II)
Dhaka WASA.