

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

No-339/Drai:D:-2/ 209/ Admin-2 .

Date: 24.02.19

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

To : Chief Accounts Officer
Dhaka WASA

Subject : Approval 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 MD. RAFIKUL ISLAM, Cleaner, Drainage (O & M) Division-2, Dhaka WASA for treatment of his daughter in INDIA from 24th February, 2019 to 15th March, 2019 or 20(twenty) 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: 24.02.19

No-339/Drai:D:-2/ 209/ 15/ 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.
- Assistant System Analyst (M.I.S & Billing), Computer Center, Dhaka WASA (with request to upload to the DWASA website).
- Executive Engineer, Mods Zone-2, Dhaka WASA.
- 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. Fafikul Islam, Cleaner, Drainage (O & M) Division-2, Dhaka WASA.
- Record keeper, Administration Division-1, Dhaka WASA.
- Office copy.

Deputy Secretary (Admin-II)
Dhaka WASA.