

**Replaced With Same Date And Memo**  
Government of the People's Republic of Bangladesh  
Directorate of Secondary and Higher Education  
Bangladesh, Dhaka.  
[www.dshe.gov.bd](http://www.dshe.gov.bd)



No: 37.02.0000.103.25.021.2019-12319

Date : 12/11/2019

**Office Order**

Aysha Sayeeda (013686), Assistant Professor (Accounting), Kabi Nazrul Government College, Dhaka, Bangladesh has been granted Ex-Bangladesh leave for Singapore and Malaysia with 3days half-average pay earned leave from 13/12/2019 to 15/12/2019 and 5days vacation leave from 16/12/2019-20/12/2019. The leave is granted under the following terms and conditions:

**Terms and Conditions:**

- a. Aysha Sayeeda (013686) will not be allowed to stay abroad more than the approved period;
- b. She will inform the authority after her return;
- c. She will draw her pay and allowances in local currency. No part of it should be drawn in foreign currency;
- d. All related expenses of her travel will be borne by her; and
- e. Travelling expenses will have to be shown in the income tax return.

Signed  
Director General  
Directorate of Secondary & Higher Education  
Bangladesh, Dhaka.

No: 37.02.0000.103.25.021.2019/14

Date: 12/11/2019

**Copy forwarded for information and necessary action to (not as per seniority):**

1. Senior Secretary, Secondary and Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka.
2. H.E. the Ambassador of the Bangladesh Embassy, Singapore;
3. H.E. the Ambassador of the Bangladesh Embassy, Malaysia;
4. Director General, Directorate of Secondary and Higher Education (DHSE), Dhaka;
5. Director General, Directorate of Immigration and Passport, Agargaon, Dhaka
6. Director Civil Aviation Hazrat Shahjalal International Airport, Dhaka;
7. PS to Senior Secretary, Secondary and Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka ;
8. Chief Accounts Officer, Ministry of Education, 45 Purana Paltan, Dhaka;
9. Aysha Sayeeda (013686), Assistant Professor (Accounting), Kabi Nazrul Government College, Dhaka, Bangladesh
10. Senior System Analyst, Secondary and Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka (With request to publish in web-site);
11. System Analyst, EMIS sell Directorate of Secondary and Higher Education (DHSE), Dhaka; (With request to publish in web-site);
12. Immigration Officer, Departure Department.....;
13. Immigration Officers, All Concerned Immigration port.....;
14. Accounts Officer, Dhaka.

*Shah Md. Amir Ali*  
**(Dr. Shah Md. Amir Ali)**  
Deputy Director (College-1)  
Phone:+88-02-9558505

*Shah Md. Amir Ali*  
13-11-19