



Bangladesh Water Development Board  
Office of the ADG(Admin)  
Pani Bhaban, 72, Green Road, Dhaka-1205.  
[www.bwdb.gov.bd](http://www.bwdb.gov.bd)

**Record Number:** 42.01.0000.000.022.25.0511.23.403

**Date:** 01/12/2025

**Office Order**

In accordance with the order of the Prime Minister's Office, Letter Number. 03.069.025.06.00.003.3011-144 (500) Dated: 19-06-2011 Mrs. Tahsina Sajjad (ID No. 840219001) (Passport No. A09325405), Accounts Clerk, North Eastern Measurement Division, Bangladesh Water Development Board, Dhaka has been granted permission on special consideration to visit India for treatment for a period of 30 (Thirty) days from 15-12-2025 to 13-01-2026 or the date of commencement of her journey:

She will be accompanied by her daughter, Mrs. Shifa Khan Smeety (Passport No. A09387194), and her husband, Mr. Saiful Islam Murad (Passport No. A00604997), during the travel.

The terms and conditions are as follows:-

- (a) All the expenses of this visit will be borne by herself.
- (b) There will be no financial involvement of BWDB or the Bangladesh Government to this visit.
- (c) She will not be allowed to extend her leave.
- (d) She will draw her pay and allowances in local currency.
- (e) She must show the expenses of this travel in her income tax return.
- (f) She will start her travel, taking approval of Earned Leave from the competent authority; and
- (g) The provisions of Rule 34 of Appendix-VIII of B.S.R. (Part-I) will be applicable in case of enjoying this Leave.

This order has been issued with the approval of the competent authority.

01-12-2025  
Md. Abdul Salim  
Deputy Director (Admin)  
02222230021  
[a.salim.bwdb@gmail.com](mailto:a.salim.bwdb@gmail.com)

**Copy for Kind Information and Necessary Action (Not in the order of seniority):**

1. Director General, Immigration and Passport, Agargaon, Dhaka;
2. Director (Board), Board Secretariat, Bangladesh Water Development Board, Dhaka;
3. Superintending Engineer (Civil), Surface Water Hydrology Circle, Bangladesh Water Development Board, Dhaka;
4. Director, Immigration, Hazrat Shahjalal International Airport, Dhaka/Sha Amanat International Airport, Chattogram/Osmani International Airport, Sylhet;
5. CSO to DG, Office of the Director General, Bangladesh Water Development Board, Dhaka;
6. Senior System Analyst, Central ICT Directorate, Bangladesh Water Development Board, Dhaka;
7. Officer-in-Charge, Immigration, Hazrat Shahjalal International Airport, Dhaka/Land Port, Benapole, Jessore/Hili, Chuadanga Sona Masjid, Chapainawabganj/Bhomra Port, Feni/Belonia, Satkhira/Banglabandha Port, Panchagarh/Burimari, Lalmonirhat;
8. Executive Engineer, Department of North Eastern Water Science and Measurement, Dhaka, Bangladesh Water Development Board;
9. Sr. Asstt. Director(FA&A), Green Road RAC, Bangladesh Water Development Board, Dhaka;
10. Personal Assistant, Office of the ADG (Admin), Bangladesh Water Development Board;
11. Mrs. Tahsina Sajjad, Accounts Clerk, North Eastern Measurement Division, Bangladesh Water Development Board, Dhaka and
12. Office Copy/Master Copy.



01-12-2025

Mohammad Fazlur Rahman  
Senior Assistant Director (Admin-2)