



# Sadharan Bima Corporation

Human Resources Department

Head Office, Dhaka-1000.

No. 53.07.0000.201.91.001.22/140

Date: 23-01-2024

## Office Order

### Subject: Ex-Bangladesh Leave.

The Undersigned is directed to convey the administrative approval of Sadharan Bima Corporation of Bangladesh in favour of the following official to visit India under the following terms and conditions:

Name of the Official	Mr. Md. Rasel Mia, Senior Assistant, Welfare and Fixation Cell, Sadharan Bima Corporation, Head Office, Dhaka.
Accompanied by	Md. Farid uddin (Father) and Faez Ahmmed (Brother).
Country to visit	India
Purpose	For treatment of his father
Period	From 05-02-2024 to 19-02-2024 or 15 (fifteen) days from the date of Journey.

### Terms and conditions:

- a) He will bear all expenses relating to the visit. No expenditure shall be borne by the Government of Bangladesh or Sadharan Bima Corporation.
  - b) He will draw all pay and allowance in local currency.
  - c) His travelling time will be treated as ex-Bangladesh leave.
  - d) As per provision of Rule 34 of Appendix VIII of BSR (Part-1), this approval will be valid for 35 days.
  - e) He will not be allowed to stay abroad more than the approved period.
2. This order has been issued with the approval of proper authority.

  
(Md. Anwar ul-Islam)  
Assistant General Manager

### Copy for kind information (not in order of seniority):

1. Managing Director, Sadharan Bima Corporation, Head office, Dhaka.
2. General Manager, Human Resources Department, Sadharan Bima Corporation, Head office, Dhaka.
3. The Ambassador, Embassy of India, Gulshan-1, Dhaka.
4. Assistant General Manager, IT Department, Sadharan Bima Corporation, Head office, Dhaka-with request to publish this office order in SBC'S website.
5. Assistant General Manager, Welfare and Fixation Cell, Sadharan Bima Corporation, Head office, Dhaka.
6. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka/All Land Port, Bangladesh.
7. Mr. Md. Rasel Mia, Senior Assistant, Welfare and Fixation Cell, Sadharan Bima Corporation, Head Office, Dhaka.
8. Personal File/Master File.

Human Resources Department, Head Office, 33, Dilkusha Commercial Area, Dhaka-1000, Bangladesh.

Phone : 9552070,9553043, 9551226, FAX No: 88-02-9564197, Web: [www.sbc.gov.bd](http://www.sbc.gov.bd)

E-mail : [sbimacorp.admn@gmail.com](mailto:sbimacorp.admn@gmail.com)

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