



# Sadharan Bima Corporation

Human Resources Department, Head Office  
33, Dilkusha, C/A, Dhaka-1000, Bangladesh.  
www.sbc.gov.bd

Record Number: 53.07.0000.201.91.001.21.198

Date: 01-02-2024

## Office Order

### **Subject: Ex-Bangladesh Leave.**

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

#### **Terms and conditions:**

Name of the Official	Azmeri Karim Jimmy, Junior Officer, Reinsurance (Marin-Cargo) Department, Sadharan Bima Corporation, Head Office, Dhaka.
Accompanied by	Samsun Nahar Daisy, Mother
Country to visit	India
Purpose of visit	For treatment of her mother.
Period	From 08-02-2024 to 22-02-2024 or 15 (fifteen) days from the date of travelling (including travel time)

- She will bear all expenses relating to the visit. No expenditure will be borne by the Government of Bangladesh or Sadharan Bima Corporation.
  - She will draw all pay and allowances in local currency.
  - Her travelling time will be treated as ex-Bangladesh leave.
  - The provision of Rule 34 of Appendix VIII of BSR (Part-1) is applicable for this approval; and
  - She will not be allowed to stay abroad for more than the approved period.
2. This order has been issued with the approval of the competent authority.

Md. Abdul Matin  
Assistant General Manager  
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Fax: +880241052077  
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#### **Copy for kind information and necessary (if applicable) action:**

- Managing Director, Sadharan Bima Corporation, Head office, Dhaka.
- General Manager, Human Resources Division, SBC, Head office, Dhaka.
- Deputy General Manager, Reinsurance Department, SBC, Head office, Dhaka
- Assistant General Manager, IT Department, SBC, Head Office, Dhaka (with request to publish this office order on SBC'S website).
- The High Commissioner, High Commission of India, Gulshan-1, Dhaka, Bangladesh.
- Executive Director/Immigration Officer, Hazrat Shahjalal International Airport, Dhaka/All Land Ports, Bangladesh.
- Azmeri Karim Jimmy, Junior Officer, Reinsurance (Marin-Cargo) Department, Sadharan Bima Corporation, Head Office, Dhaka.
- Personal File
- Master File.