



SADHARAN BIMA CORPORATION

Human Resources Department

Head Office, Dhaka-1000.

Web: www.sbc.gov.bd

No. 53.07.0000.201.91.001.24.৪৩৫

Date: ০৫ -05-2024

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	Mst.Rajia Sultana, Senior Assistant, Local Office, Rajshahi.
Country to visit	India
Purpose	For treatment
Period	From 15-05-2024 to 29-05-2024 or 15 (Fifteen) days from the date of travelling (Including travel time).

Terms and conditins:

- a) She will bear all expenses relating to the visit. No expenditure shall be borne by the Government of Bangladesh or Sadharan Bima Corporation.
b) Her travelling time will be treated as ex-Bangladesh leave.
c) As per provision of Rule 34 of Appendix VIII of BSR (Part-1) this approval will be valid for 35 days from 15-05-2024, and
d) She 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. Anwarul Islam)
Assistant General Manager
05.05.2024

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

1. The Managing Director, Sadharan Bima Corporation, Head office, Dhaka.
2. General Manager, Human Resources Department, Sadharan Bima Corporation, Head office, Dhaka.
3. Deputy General Manager, Sadharan Bima Corporation, Zonal Office, Rajshahi.
4. Deputy General Manager, IT Department, Sadharan Bima Corporation, Head office, Dhaka-with request to publish this office order in SBC'S website.
5. Immigration Officer, Hazrat Shahjalal International Airport/Land Port (all), Bangladesh.
6. Mst.Rajia Sultana, Senior Assistant, Sadharan Bima Corporation, Local Office, Rajshahi.
7. Personal File.
8. Master File.