



Civil Aviation Authority of Bangladesh
HQ, Kurmitola, Dhaka-1229.
Admin Unit-01
www.caab.gov.bd

Record Number: 30.31.0000.221.14.381.15.5169

Date: 20/11/2024

Office Order

Mr. Ahmed Hossain, Store keeper, Civil Aviation Authority of Bangladesh (CAAB) has been granted Earned Leave (Ex-Bangladesh) starting from 15/11/2024 to 29/11/2024 or for 15 (Fifteen) days from the actual date of commencement of leave. This leave is granted for his treatment in India under the following terms and conditions:

- i) He will draw his pay and allowances in local currency; no part of it should be drawn in foreign currency;
- ii) All expenses relating to this travel will be borne by himself; no part of it will be borne by the Government/CAAB.
- iii) He is not allowed to stay abroad beyond the period approved;
- iv) He has to inform the Authority duly upon her return; and
- v) The provision of Rule 34 of Appendix VIII of BSR (Part-1) will be applicable for this approval.

02. This order is issued with the approval of the competent Authority.

20-11-2024

ROMA RANI BISWAS
Assistant Director (Admin)

Record Number: 30.31.0000.221.14.381.15.5169/1(6)

Date: 20/11/2024

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

1. Director General, Director General, DIP;
2. Executive Director (HSIA), Office of the Executive Director, Civil Aviation Authority of Bangladesh (with a request to inform the Admin Division at the Headquarters upon the concerned employee's joining the office after the leave);
3. Director (HR), Director (HR), HR Division, Civil Aviation Authority of Bangladesh;
4. Deputy Director (CNS), CNS Division, Civil Aviation Authority of Bangladesh (With a request for publication on website);

5. Passport and Immigration, Hazrat Shahjalal Int. Airport, Kurmitola, Dhaka-1229. and
6. Mr. Ahmed Hossain, Store Keeper, HSIA, Kurmitola, Dhaka-1229.



A handwritten signature in black ink, appearing to read 'Roma Rani Biswas', written over a horizontal line.

20-11-2024

ROMA RANI BISWAS
Assistant Director (Admin)



Civil Aviation Authority of Bangladesh
HQ, Kurmitola, Dhaka-1229.
Admin Unit-01
www.caab.gov.bd

Record Number: 30.31.0000.221.31.246.97.5180

Date: 21/11/2024

Office Order

Mr. Ghazi Quamrul Hasan, Draftsman, Civil Aviation Authority of Bangladesh (CAAB) has been granted Earned Leave (Ex-Bangladesh) starting from 30/11/2024 to 09/12/2024 or for 10 (Ten) days from the actual date of commencement of leave. This leave is granted for his participation of 10th Asia Pacific Deaf games 2024 as a Team manager in Malaysia under the following terms and conditions:

- i) He will draw his pay and allowances in local currency; no part of it should be drawn in foreign currency;
- ii) All expenses relating to this travel will be borne by Bangladesh Deaf Sports Federation; no part of it will be borne by the Government/CAAB.
- iii) He is not allowed to stay abroad beyond the period approved;
- iv) He has to inform the Authority duly upon his return; and
- v) The provision of Rule 34 of Appendix VIII of BSR (Part-1) will be applicable for this approval.

02. This order is issued with the approval of the competent Authority.

21-11-2024

ROMA RANI BISWAS
Assistant Director (Admin)

Record Number: 30.31.0000.221.31.246.97.5180/1 (7)

Date: 21/11/2024

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

1. Director General, Director General, DIP;
2. Executive Director (HSIA), Office of the Executive Director, Civil Aviation Authority of Bangladesh (with a request to inform the Admin Division at the Headquarters upon the concerned employee's joining the office after the leave);

3. Director (HR), Director (HR), HR Division, Civil Aviation Authority of Bangladesh;
4. Deputy Director (CNS), CNS Division, Civil Aviation Authority of Bangladesh (With a request for publication on website);
5. Passport and Immigration, Hazrat Shahjalal Int. Airport, Kurmitola, Dhaka-1229.;
6. Senior Officer, Office of the Executive Director (CEMSU), Civil Aviation Authority of Bangladesh and
7. Mr. Ghazi Quamrul Hasan, Draftsman, CEMSU, Kurmitola, Dhaka-1229.



A handwritten signature in black ink, appearing to read 'Roma Rani Biswas', written over a horizontal line.

21-11-2024

ROMA RANI BISWAS
Assistant Director (Admin)