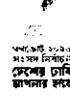




Civil Aviation Authority of Bangladesh  
HQ, Kurmitola, Dhaka-1229.  
www.caab.gov.bd



Record Number: 30.31.0000.000.221.48.0113.89

Date: 10/02/2026

### Office Order

Mr. Md. Aktaruzzaman (Passport no. A21273551), Security Supervisor, Civil Aviation Authority of Bangladesh has been granted an Earned Leave (Ex-Bangladesh) for the purpose of performing the Holy Umrah in Kingdom of Saudi Arabia for 20 (twenty) days from 16 February 2026 to 07 March 2026 or actual date of commencement of leave under the following terms and conditions:

- (a) He will draw his pay and allowances in local currency. No part of it should be drawn in foreign currency;
- (b) All expenses relating to this travel will be borne by himself. No part of it will be borne by the Government/CAAB;
- (c) He is not allowed to stay abroad beyond the period approved;
- (d) He has to inform the Authority duly upon his return;
- (e) His wife, Ms. Mahafuza Begum (Passport no. A21391811), will accompany him during the visit ;
- (f) The provision of Rule 34 of Appendix VIII of BSR (Part-1) will be applicable for this approval.

2.0 This order is issued with the approval of the competent authority.

10-02-2026

Md. Tiran Hossen  
Assistant Director (Admin)

Record Number: 30.31.0000.000.221.48.0113.89/1 (7)

Date: 10/02/2026

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

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