



Bangladesh Standards and Testing Institution

Member ISO, OIML, APMP, BIPM & Codex Alimentarius Commission of FAO/WHO

Ministry of Industries

Government of the People's Republic of Bangladesh

Maan Bhaban, 116/A, Tejgaon Industrial Area, Dhaka-1208, Bangladesh

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No. 36.05.0000.105.31.009.2000/227

Date: 19-02-2023

Office Order

The undersigned is directed to inform that the authority of BSTI is pleased to grant leave (Earned leave) to Mr. Md. Momen us Sajjad, Assistant Director (Metrology), BSTI, Dhaka from 24-02-2023 to 05.03.2023 or from the date of departure for 10(Ten) days for traveling to India for treatment purpose under the following terms and conditions :

Terms & Conditions :

- All expenses in this connection will be borne by the incumbent himself.
 - There will be no financial involvement of the Government or Institution regarding his travel.
 - He will not be allowed to draw his pay and allowances in foreign currency.
 - He will not be allowed to extend his stay (excluding transit and traveling time) abroad beyond the permitted time.
2. This order is issued in accordance with the Order No.36.00.0000.067.08.004.23.12, Dated: 16-02-2023 of the Ministry of Industries.

(Signature)
19.2.2023

(Md. Tuhin Ahmed)
Assistant Director (Admin)

Distribution :

Mr. Md. Momen us Sajjad
Assistant Director (Metrology),
BSTI, Dhaka

Copy to : (for kind information and necessary action) :

- Secretary, Ministry of Industries, Govt. of the People's Republic of Bangladesh, Shilpa Bhaban, Motijheel C/A, Dhaka. [Attn: Mr. Md. Ahsan Mahmud, Assistant Secretary (BSTI)].
- Secretary, Ministry of Foreign Affairs, Govt. of the People's Republic of Bangladesh, Segun Bagicha, Dhaka.
- Director General, Department of Immigration and Passport Division, Dhaka.
- Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka.
- High Commission of India, Dhaka.
- Immigration Officer, Benapole, Jessore.
- Deputy Director (Metrology), DMI, BSTI, Dhaka.
- Deputy Director (Admin-1), BSTI, Dhaka.
- Programmer, ICT Cell, BSTI, Dhaka (Please incorporate in the website).
- PA to Director General, BSTI, Dhaka.