

Government of the People's Republic of Bangladesh
Bangladesh Meteorological Department
Meteorological Building
E-24, Agargaon, Dhaka-1207
www.bmd.gov.bd



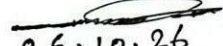
No.: 23.09.0000.127.35.090.06. 6896

Date: 21 Ashwin 1433
06 October 2026

OFFICE ORDER

Fariha Hashem (Passport No. A09155674), Office Assistant-cum-Computer Typist, presently working at the Ministry of Defence, Ganabhaban Complex, Sher-e-Bangla Nagar, Dhaka, opposite the Bangladesh Meteorological Department, Agargaon, Dhaka along with her two daughters, Tafhim Binte Mosthak (Passport No. A09135578) and Afrin Binte Mosthak (Passport No. A09155675), has been granted earned leave (Ex-Bangladesh leave) from 06 October 2026 to 20 October 2026, or for 15 (fifteen) days from the date of availing the leave, for the purpose of travelling to Malaysia for her medical treatment. This leave is granted subject to the following terms and conditions:

- There will be no financial involvement of the Government of Bangladesh in this regard;
- All expenses related to this travel will be borne by herself;
- She will draw her pay and allowances in local currency. No part of her pay and allowances shall be drawn in foreign currency; and
- She will not be allowed to stay abroad beyond the approved period.

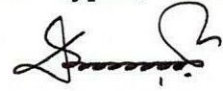

06.10.26
(Md. Momenul Islam)
Director (Current Charge)
Phone: 41025705

No.: 23.09.0000.127.35.090.06.

Date: Ashwin 1433
October 2026

Copy forwarded for kind information and necessary action to (not according to seniority):

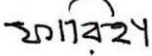
- Director General, Department of Immigration and Passports, Agargaon, Dhaka.
- Deputy Secretary (D-3), Ministry of Defence, Ganabhaban Complex, Sher-e-Bangla Nagar, Dhaka.
- Deputy Secretary (D-4), Ministry of Defence, Ganabhaban Complex, Sher-e-Bangla Nagar, Dhaka.
- Deputy Secretary (D-11), Ministry of Defence, Ganabhaban Complex, Sher-e-Bangla Nagar, Dhaka.
- Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
- Chief Accounts and Finance Officer, Ministry of Defence, HBFC Building, 22 Purana Paltan, Dhaka-1000.
- Mr. Md. Abdul Matin, Senior Communication Engineer, NMCC, Dhaka (with request to upload the order on the website).
- Officer-in-Charge, Cash Section, Meteorological Headquarters, Dhaka.
- D.S. Division, Meteorological Headquarters, Dhaka.
- Fariha Hashem, Office Assistant-cum-Computer Typist, Ministry of Defence, Ganabhaban Complex, Sher-e-Bangla Nagar.


06.10.2026
(Md. Monowar Hossain)
Meteorologist (Administration)
For Director
Phone: 41025708

APPLICATION FORM FOR VISIT OUTSIDE BANGLADESH

1. Name of the applicant (In Block Letter) : FARIHA HASHEM
2. Father's Name : Md. Hashem
3. Designation & Office Address : Office Assistant Cum Computer Typist & Bangladesh Meteorological Department.
4. Scale of Pay : TK 10,200-24,680/-
5. Country of Visit (Specifying the Place/Places which the applicant intends of Visit) : Malaysia (Kuala Lumpur & Langkawi)
6. Purpose of Visit : To see a doctor while staying with my husband in Malaysia.
7. Proposed duration of Visit of avail : From 06 October 2026 to 20 October 2026, or for 15 (fifteen) days from the date of availing the leave.
8. If proceeding along with members of family of or others their names ages showing relationship with the applicant should be stated. : Name: Taffhim binte Mosthak, Age: 18+, Relationship: Daughter.
Name: Afrin binte Mosthak, Age: 10+, Relationship: Daughter.
9. When the country was last visited and for what period. : Malaysia, 15 (fifteen) days in 2023.
10. How the proposed visit would be finances (If finances by the relation abroad other than his own sources, the name and address of the relation should be stated.) : My husband is Mr. Omar Mosthak, Malaysia, Langkawi, mobile number: 0060113322206.

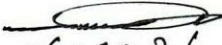
Date: 01/10/2026


01/10/26

Signature of the Applicant:

Designation: Office Assistant Cum Computer Typist

11. Recommendation of the head of the Ministry/Department/Office giving Certificate that the Proposed Visit would not involve any foreign Exchange Commitments. : Not applicable


06.10.26

Signature of the Head of the Ministry/Department/Officer

Md. Momenul Islam
Director (Current Charge)
Bangladesh Meteorological Department
Dhaka-1207
Telephone: +88 02 41025705