



Government of the People's Republic of Bangladesh
Ministry of Power, Energy and Mineral
Dhaka Power Distribution Company Ltd.
www.dpdc.gov.bd



Biddut Bhaban, 1, Abdul Gani Road, Dhaka-1000

Record Number: 27.87.0000.404.25.010.18.1212

Date: 7/12/2021

Office Order

With the approval of the authority, Mr. Md Abdus Sabor Mollik (ID 14074), Junior Assistant Manager (Finance), office of the Superintending Engineer, Construction of New 132/33 KV and 33/11 KV Substations under DPDC is being allowed 31 (Thirty one) days of ex-Bangladesh leave from January 10, 2022 to February 09, 2022 (or 31 days from the start of the journey, including travel time) according to the rule 5.9 of the DPDC (Employees) Service Rules, 2017 to travel to India for treatment. He will be accompanied by his son: Mr. Md. Aminul Haq Mallik during this visit.

Conditions:

- I. The ex-Bangladesh leave will be adjusted/ deducted from his accumulated earned leave;
- II. He will draw his pay and allowances in local currency;
- III. He will not stay abroad beyond the approved period;
- IV. All expenses will be borne by him, no expenditure in this regard will be borne by the company (DPDC);
- V. He will hand over his charge(s), to be arranged locally by his controlling office(s).

7-12-2021

Md Rowich Uddin
Manager (HR), office of the
DGM (HR), Employee
management (Admin.),
DPDC.

Record Number:
27.87.0000.404.25.010.18.1212/1(15)

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Distribution (Not according to seniority):

- 1) Executive Director (Administration & HR/ Engineering/ Operations/ Finance/ ICT& Procurement), DPDC.
- 2) General Manager (HR)/ Chief Engineer, Development/ Company Secretary, DPDC.
- 3) CCO to Managing Director/ DGM (HR), Employee Management (Administration)/ Superintending Engineer, Construction of New 132/33 KV and 33/11 KV Substations under DPDC.
- 4) Controller of Foreign Currency, Bangladesh Bank.
- 5) Airport Manager, Hazrat Shahjalal (R) International Airport, Dhaka.
- 6) Customs Officer, Hazrat Shahjalal (R) International Airport, Dhaka/ Benapole, Jashore/ Darshana, Chuadanga.
- 7) Immigration Officer, Immigration & Passport Control, Hazrat Shahjalal (R) International Airport, Dhaka/ Benapole, Jashore/ Darshana, Chuadanga.
- 8) The High Commission of India, Dhaka, Bangladesh.
- 9) Mr. Md Abdus Sabor Mollik, Junior Assistant Manager (Finance), office of the Superintending Engineer, Construction of New 132/33 KV and 33/11 KV Substations under DPDC.
- 10) Office copy/ Master file/ Personal file.



7-12-2021

Fazle Rabbi
Deputy Manager (HR)