



Civil Aviation Authority of Bangladesh
HQ, Kurmitola, Dhaka-1229.

www.caab.gov.bd

Record Number: 30.31.0000.000.221.61.0511.16.7540

Date: 04/12/2025

Office Order

Mr. Prosanto Kumar Das (Passport no. A09215182), Armed Security Guard of the Civil Aviation Authority of Bangladesh (CAAB), has been granted Earned Leave (Ex-Bangladesh) starting from 15 November 2025 or for 25 (twenty-five) days from the actual date of commencement of leave. His nephew, Mr. Lekon Chandra Das (33), will accompany him during the visit. This leave is granted for his treatment in India 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 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; and
- (e) The provision of Rule 34 of Appendix VIII of BSR (Part-1) will be applicable for this approval.

2.0 The order is issued with the approval of the competent Authority.

04-12-2025

Roma Rani Biswas

Assistant Director (Admin)

Record Number: 30.31.0000.000.221.61.0511.16.7540/1 (7)

Date: 04/12/2025

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, (With a request to inform the Admin Division at the Headquarters upon the concerned employees joining the office after the leave), Civil Aviation Authority, Bangladesh;
3. Director (Human Resource Development and General Training), Civil Aviation Authority, Bangladesh;
4. Senior Systems Analyst, Information Technology (IT) Department, Civil Aviation Authority, Bangladesh (with the request for publication on website);

5. PS to the Chairman, Chairman office, Civil Aviation Authority, Bangladesh;
6. Officer-in-Charge, Hazrat Shahjalal International Airport, Kurmitola, Dhaka and
7. Mr. Prosanto Kumar Das, Armed Security Guard, Hazrat Shahjalal International Airport, Kurmitola, Dhaka.



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

04-12-2025

Roma Rani Biswas
Assistant Director (Admin)