



Memo No. 27.00.0000.088.08.016.18.25

Date: 13-01-2021.

Government Order

The undersigned is directed to convey the sanction for study leave (Ex-Bangladesh and without pay) of Mr. Md. Zahidul Islam, Assistant Engineer, Dhaka Power Distribution Company (DPDC) Ltd. in the University of Massachusetts Lowell the United States of America from 15/01/2021 to 14/01/2023 or 02 (two) years from the start of the journey (including travel time) :

2. **The terms and conditions of this order are as follows:**

- (a) The remaining period of the study leave will be effective subject to the extension or renewal of the employment contract dated from 26/11/2022;
- (b) Study leave will not be extended without prior approval of the authority;
- (c) He will have to submit documents of completing study from the University to DPDC at the time of joining;
- (d) He will not be allowed to avail any benefit from the company during the study leave;
- (e) Any financial expenditure related to this course will not be borne by DPDC;
- (f) He will be attached to the General Manager (HR), DPDC during the study leave;
- (g) He will have to submit transcript/documents at the end of each semester from the University. Failure to submit relevant documents will be considered as contrary to discipline and disciplinary action will be taken regarding this matter;
- (h) He will have to serve DPDC for 03 (three) years after completion of the study leave.

3. This order has been issued with the approval of the competent authority.

(H. M. Nurul Islam)
Deputy Secretary
☎ 9540248
✉ c.affairs-1@pd.gov.bd

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

01. Senior Secretary, Ministry of Foreign Affairs, Segun Bagicha, Dhaka {Attention: D.G (Consular) with a request to issue Note Verbale}.
02. His Excellency Ambassador, The Embassy of the United States of America in Dhaka, Bangladesh.
03. Additional Secretary (Administration/Planning/Development/Co-ordination/Policy & Renewable Energy), Power Division.
04. Director General, Immigration and Passport, Agargaon, Dhaka.
05. Chairman, the Board of Directors, Dhaka Power Distribution Company (DPDC) Ltd.
06. Managing Director, Dhaka Power Distribution Company (DPDC) Ltd.
07. PS to Hon'ble State Minister, Ministry of Power, Energy and Mineral Resources.
08. PS to Secretary, Power Division, Ministry of Power, Energy and Mineral Resources.
09. Mr.....
10. Airport Manager, Hazrat Shahjalal International Airport, Dhaka.
- ✓ 11. The System Analyst/Assistant Programmer, Power Division.
(with a request to publish it on the website of Power Division)

(H. M. Nurul Islam)
Deputy Secretary