



Bangla Academy

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Ref : Pra.Pa.Pro/Prati-Su-569/2006/236/10/BA

Date : 16.10.2025

Office Order

Kazi Rahana Begum, Assistant Director, Training (Language) Sub-division, Bangla Academy, Dhaka (Passport No. E00124029) has been granted ex-Bangladesh (earned leave) from 31.10.2025 to 07.11.2025 or for 8 days from the day she will enjoy the leave, during which she would travel to Malaysia to meet her daughter and also visit various historical interesting places. She has also been permitted to leave the work-station.

2. Government of the People's Republic of Bangladesh and Bangla Academy will not have any financial bearing for her tour.
3. Without pre-permission of the authority, she will not extend the duration of her tour.

By the Order of the Director General

Signed: Samir Kumar Sarker

Director

Administration, Human Resource Development & Planning Division
Bangla Academy, Dhaka

Kazi Rahana Begum
Assistant Director
Training (Language) Sub-division
Bangla Academy, Dhaka

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Date : 16.10.2025

Copy forwarded for kind information and necessary action (not as per seniority)

1. His Excellency High Commissioner, High Commission of Malaysia, Dhaka
2. Director, Administration, Human Resource Development and Planning Division, Bangla Academy, Dhaka
3. Deputy Director, Administration/Accounts & Budget/Information Technology Sub-Division, Bangla Academy, Dhaka.
4. Deputy Director, Training (Language) Sub-division, Bangla Academy, Dhaka
- ✓ 5. Concerned Officer, Website Management, Bangla Academy
6. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka, Bangladesh
7. Office of Director General, Bangla Academy, Dhaka
8. Office of Secretary, Bangla Academy, Dhaka
9. Concerned File

Imrul Yousuf
16/10/2025

Imrul Yousuf
Deputy Director
Administration Sub-Division
Bangla Academy, Dhaka.
Tel: 02-58611239