



BOARD OF INTERMEDIATE AND SECONDARY EDUCATION  
DHAKA, BANGLADESH  
13-14, Joynag Road, Bakshibazar, Dhaka-1211  
[www.dhakaeducationboard.gov.bd](http://www.dhakaeducationboard.gov.bd)

No.646C/Estd./2004/ (Personal) 1853

Date : 21/10/2025

**Office Order**

**Mr. Md Abdul Kayyum** (Id-280), son of Md Abdul Latif has been serving at Board of Intermediate and Secondary Education, Dhaka, Bangladesh as "Upper Division Assistant". He is granted earned leave on full average pay (Ex-Bangladesh leave) for the purpose of performing the Holy Umrah in Saudi Arabia (KSA) for 15 (Fifteen) days from 26<sup>th</sup> October, 2025 to 09<sup>th</sup> November, 2025 or from the date of departure under the following terms and conditions:

01. a. The Board will not bear any expenses during his visit to Kingdom of Saudi Arabia (KSA);  
b. He will not be provided any part of his salary and allowances in foreign currency;  
c. He must return and report the office immediately after completion of visit to Kingdom of Saudi Arabia (KSA);
02. This has got the approval from the competent authority.

*21.10.2025*  
**Professor Dr. Md. Jahangir Alam (07838)**  
Secretary

Board of Intermediate and Secondary Education  
Dhaka, Bangladesh.  
Phone: +88-02-223369813.

Memo No: 1099(07) *mabred*

Date : 21/10/2025

**Copy forwarded to:**

1. Director General, Immigration and Passport, Dhaka, Bangladesh.
2. Superintendent of Police, Immigration and Passport, Dhaka, Bangladesh.
3. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka, Bangladesh.
4. Deputy Secretary (Estd.), Board of Intermediate and Secondary Education, Dhaka.
5. Mr. Md Abdul Kayyum (Id-280), "Upper Division Assistant" Board of Intermediate and Secondary Education, Dhaka.
6. PS to Chairman, Board of Intermediate and Secondary Education, Dhaka, Bangladesh
7. Office Copy.