

Chittagong City Corporation  
Nagar Bhaban  
Anderkilla, Chittagong

Memo no : 46.11.1600.001. 1261

Date : 14.12.2017

Office Order

The undersigned is directed to convey permission to the following employee to go to India for his better treatment purpose and also the sanction of earned leave.

SL	Name of official	Designation	Leave Sanction	
			From	To
1	Mr. Chandan Das (Passport No:BQ-0805162)	Draftsman Engineering Department	15-12-2017 or 16 days from the date of departure	30-12-2017

02. Terms and conditions:
- All the expenses will be borne by him.
  - Chittagong City Corporation will not be liable for any of his expenses.
  - He will not be allowed to stay abroad more than the approved period.
03. The order is issued with the approval of the competent authority.

Secretary

Chittagong City Corporation  
Phone : 612888

Copy Forwarded for information and necessary action:

- Chief Engineer, Chittagong City Corporation
- P.S. to Hon'ble Mayor, Chittagong City Corporation
- Chief Accounts Officer, Chittagong City Corporation
- Director, Immigration & Passport, Agargoan, Dhaka
- Immigration Officer, International Airport, Chittagong/Dhaka/Benapol Land port, Jessore/Aqaura Land port, B.Bariya
- Visa Officer, Indian High Commission, Chittagong
- Executive Engineer Divison-2, Chittagong City Corporation
- Deputy Secretary, Chittagong City Corporation
- Mr. Chandan Das, Draftsman, Engineering Department, Chittagong City Corporation
- Private Assistant to the Chief Executive Officer, Chittagong City Corporation
- Head Assistant, General Section, Chittagong City Corporation
- Personal File
- www.ccc.org.bd.