

(বিদেশি সংস্থা জড়িত থাকায় ইংরেজিতে লেখা)

Chattogram City Corporation  
Nagar Bhaban  
Anderkilla, Chattogram

Memo no : 46.11.1600.001.31.1644.18. **101**

Date : **03.02.19**

Office Order

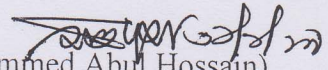
The undersigned is directed to convey permission to the following employee to go to India for Ajmir Sharif Ziarat purpose and also the sanction of leave without pay.

SL	Name of official	Designation	Leave Sanction	
			From	To
1	Md. Minhaz Uddin Mamun (Passport No: BY 0215627)	Electric Helper Engineering Department	06-03-19 or 15 days from the date of departure	20-03-19

02. Terms and conditions:

- All expenses will be borne by himself.
- Chattogram 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

  
(Mohammed Abul Hossain)  
Secretary (Deputy Secretary)  
Phone ; 612888  
Email.hossainadmn@gmail.com

Copy for kind information and necessary action to (Not in order of Seniority) :-

1. P.S. to Hon'ble Mayor, Chattogram City Corporation
2. Chief Accounts Officer, Chattogram City Corporation
3. Executive Engineer(Electric), Chattogram City Corporation
4. Medical Officer (Incharge),Memon Meternaty Hospital, Chattogram City Corporation
5. Director, Immigration & Passport, Agargoan, Dhaka
6. Immigration Officer, International Airport , Chattogram/Dhaka/Benapol Land port, Jessore/Aqaura Land port, B.Bariya
7. Visa Officer, Indian High Commission, Chattogram
8. Deputy Secretary, Chattogram City Corporation
9. IT Officer, Sarvar room (With the request to upload the letter in the CCC's Official website)
10. Private Assistant to the Chief Executive Officer, Chattogram City Corporation
11. Head Assistant, General Section, Chattogram City Corporation
12. Md. Md. Minhaz Uddin Mamun, Electric Helper, Chattogram City Corporation
13. Personal File
14. [www.ccc.org.bd](http://www.ccc.org.bd).