

উন্নয়নের গণতন্ত্র  
শেখ হাসিনার মূলমন্ত্র

(বিদেশি সংস্থা সংশ্লিষ্ট বিষয়ে ইংরেজিতে লেখা)

Chattogram City Corporation  
Nagar Bhaban  
Anderkilla, Chattogram

Memo no : 46.11.1600.001.31.318.18. ৭৭১

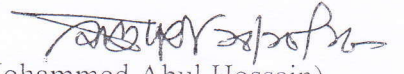
Date : 15.10.18

Office Order

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

SL	Name of official	Designation	Leave Sanction	
			From	To
1	Mr. Kanchan Kumar Chowdhury (Passport No- OC 4065296)	Office Assistant, Establishment Section, Secretariat Department	29-11-2018 or 20 days from the date of departure	18-12-2018

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)  
Chattogram City Corporation  
Phone : 612888

Copy Forwarded for kind information and necessary actions: (Not in order of Seniority)

1. P.S. to Hon'ble Mayor, Chattogram City Corporation
2. Director, Immigration & Passport, Agargoan, Dhaka
3. Immigration Officer International Airport , Chattogram /Dhaka/Benapol Land port, Jashore/Akhaura Land port
4. Visa Officer, Indian High Commission, Chattogram
5. Deputy Secretary, Chattogram City Corporation
6. IT Officer, Sarvar room (With the request to upload the letter in the CCC's Official website)
7. Private Assistant to the Chief Executive Officer, Chattogram City Corporation
8. Head Assistant, General Section, Secretariat Department, Chattogram City Corporation
9. Mr. Kanchan Kumar Chowdhury, Office Assistant, Establishment Section, Secretariat Department, Chattogram City Corporation
10. Personal File
11. www.ccc.org.bd.