



Board of Intermediate and Secondary Education, Sylhet

Alampur, South Surma, Sylhet.

www.sylhetboard.gov.bd

Memo No.: BISE/admin-72 /personal file/2018/725

Date: 09/08/2018 AD

Notification

The following employee of this education board with the name of country and time period specified beside her name is hereby granted external leave with personal expenses subject to the following conditions:

Serial No.	Name and designation	Name of Countries	Reason of leave, period of time and category of leave
01.	Sipra Sutradhar Junior Auditor	India	Reason of leave: To visit holy place of India. Period of leave: From 21st August to 12th September, 2018, total 23 (twenty three) days. Category of leave: Earned leave with full average salary.

Conditions:

- (a) She cannot stay abroad beyond approved period.
 - (b) She must inform the concerned authority as soon as she returns.
 - (c) Board of Intermediate and Secondary Education, Sylhet will have no financial involvement with this tour.
 - (d) Have to preserve the country's image during stay abroad.
 - (e) Travel expenses should be shown in the income statements.
02. This order is issued with the approval of the competent authority.

By the order of Chairman



Secretary

Board of Intermediate and Secondary Education
Sylhet.

Phone No. 0821-840061

Copies of notification are hereby sent to the following positions for in favour of kind information and necessary action:

01. Visa office of India, Dhaka/Chittagonj/Sylhet .
02. Imigration officer,Hazrat Shahajalal International Airoort, Dhaka, Bangladesh.
03. Police Commissioner, Sylhet Metropolitan Police, Sylhet ,Bangladesh.
04. Accounts Officer, BISE, Sylhet.
05. Immigration Officer Akhaura/Agortala/Benapole.
06. P.S to Chairman, BISE, Sylhet.
07. Section Officer, Admin, BISE, Sylhet.
- 08.Mrs Sipra Sutradhar , Junior Auditor, BISE, Sylhet.
- 09.Personal file (concerned employee)
- 10.Official website (<http://www.sylhetboard.gov.bd>).
- 11.Office file.