

**Government of the People's Republic of Bangladesh**  
**Ministry of Road Transport and Bridges**  
**Road Transport and Highways Division**  
**RHD Establishment-1 Section**  
[www.rthd.gov.bd](http://www.rthd.gov.bd)

No. 35.00.0000.022.15.051.17-404

Date: 16-07-2024

From: Abdulla-Al-Mashud  
Senior Assistant Secretary

To : Chief Accounts & Finance Officer  
Ministry of Road Transport and Bridges  
CGA Bhaban, Segun Bagicha, Dhaka

The undersigned is directed to convey the sanction order for the Study Leave of Ms. Kalpana Aktar (Id No-000908), Programmer, Management Information Cell for studying Master of Science Program in Technology Eastern Illinois University, United States of America from 19/08/2024 to 18/08/2026 or nearest possible date under the following terms and conditions:

- (a) While on Study Leave she will be treated as on duty;
- (b) She will draw half average pay according to BSR Part-I, Rules-194 & FR-84;
- (c) On arrival in United States of America, she will register her name in the Embassy of Bangladesh in United States of America;
- (d) She will not be allowed to stay abroad more than the approved period;
- (e) She is requested to execute a bond before departure;
- (f) She will not be allowed to change or upgrade the course; and
- (g) After completion of the study leave period she will report to the Road Transport and Highways Division, Ministry of Road Transport and Bridges, Dhaka.

  
16.07.2024

(Abdulla-Al-Mashud)  
Senior Assistant Secretary  
Ph: 02-223355248

No.35.00.0000.022.15.051.17-404/1(12)

Date: 16-07-2024

**Copy forwarded for kind information and necessary action to :**

1. H.E., Honorable Ambassador, The Embassy of the People's Republic of Bangladesh in Washington D.C
2. Chief Engineer, Roads and Highways Department, Sarak Bhaban, Tejgaon, Dhaka
3. Director General, Immigration and Passport, Agargaon, Dhaka
4. Private Secretary to the Honorable Minister, Ministry of Road Transport and Bridges
5. Superintending Engineer, MIS and Estates Circle, Sarak Bhaban, Tejgaon, Dhaka
6. Private Secretary to the Secretary, Road Transport and Highways Division
7. Deputy Director, Bangladesh Forms and Publications Office, Tejgaon, Dhaka
8. Senior Assistant Secretary, Consular Division, Ministry of Foreign Affairs
9. Senior System Analyst, Road Transport and Highways Division (with the request to publish the order in website)
10. Ms. Kalpana Aktar, Programmer, Management Information Cell
11. Immigration Officer, Hazrat Sahjalal (R) International Airport, Dhaka
12. Office Copy/Master Copy

  
16.07.2024

(Abdulla-Al-Mashud)  
Senior Assistant Secretary