

Government of the People's Republic of Bangladesh
Ministry of Road Transport and Bridges
Road Transport and Highways Division
Admin Section
www.rthd.gov.bd

Number: 35.00.0000.000.008.32.0038.12-972

Date: 19 July 2026

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

The undersigned is directed to convey the sanction order for the Study Leave of Ms. Suchitra Biswas (Passport No-E00163012), Assistant Maintenance Engineer, Road Transport and Highways Division, Ministry of Road Transport and Bridges, Dhaka, for studying Master of Information Technology (MIT) program at Eastern Institute of Technology (EIT), Auckland, New Zealand from 20 September 2026 to 29 April 2028 or from the date of commencement of leave. This study leave is granted under the following terms and conditions:

- a. The period of leave shall be treated as Study Leave;
- b. She will draw half average pay according to BSR Part-1, Rules-194 & FR-84;
- c. On arrival in Auckland, she will register her name on the Embassy of Bangladesh in New Zealand;
- d. She will not be allowed to stay abroad beyond the approved period;
- e. She shall be required to execute a bond with the competent authority before her departure;
- f. She will not be allowed to change or upgrade the approved course/program;
- g. Upon completion of the course, she will submit a report in the prescribed format to the Road Transport and Highways Division and
- h. After completion of the study leave period, she will report to the Road Transport and Highways Division.

02. Noted that, this is the revised order of Number. 35.00.0000.000.008.32.0038.12-504, dated: 15 April 2026.

03. This order is issued with the approval of the competent authority.

Signed
19.07.2026
Ajit Deb
Senior Assistant Secretary
Contact: 223385323
E-mail: adm.sec@rthd.gov.bd

Number: 35.00.0000.000.008.32.0038.12-972

Date: 19 July 2026

Copy for kind information and necessary action (Not according to seniority):

01. Foreign Secretary, Ministry of Foreign Affairs
02. H.E. High Commissioner, High Commission of the People's Republic of Bangladesh in Wellington, New Zealand/H.E. Honorary Consul, New Zealand Honorary Consulate in Dhaka, Bangladesh
03. Director General, Department of Immigration and Passport, Agargaon, Dhaka
04. Additional Secretary (Administration), Road Transport and Highways Division
05. Executive Director, Hazrat Shahjalal International Airport, Dhaka
06. Deputy Director, Bangladesh Forms and Publications Officer, Tejgaon, Dhaka
07. PS to Minister, Ministry of Road Transport and Bridges, Ministry of Railways and Ministry of Shipping (For kind information of the Hon'ble Minister)
08. PS to State Minister, Ministry of Railways and Road Transport and Highways Division (For kind information of the Hon'ble State Minister)
09. PS to Secretary, Road Transport and Highways Division (For kind information of the Secretary)
10. Senior System Analyst, Road Transport and Highways Division (with request to display in website)
11. Ms. Suchitra Biswas, Assistant Maintenance Engineer, Road Transport and Highways Division
12. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka
13. Office Copy

[Signature]
19/07/2026