



BIWTC
Bangladesh Inland Water Transport Corporation
Ministry of Shipping
24 Kazi Nazrul Islam Avenue, Shahbag, Dhaka-1000.
Website: www.biwtc.gov.bd

Office Order No.PD-01/2024

Mr. Syed Alimujjaman, Manager (Marine), Code No. 15026 Bangladesh Inland Water Transport Corporation (BIWTC), Dhaka has been sanctioned to visit Malaysia for participating in written and oral exam of Certificate of Competency-1 & 2 (Master and Chief Mate 3000 GRT Above Unlimited Voyage Online) from 14-12-2023 to 02-01-2024 or 20(twenty) days from the date of actual journey. This leave is sanctioned under the following terms and condition:

Terms & Condition:

- (a) He will draw his pay allowances in local currency. No part of it will be allowed to receive in foreign currency.
- (b) All expenses of the visit will be borne by himself.
- (c) He will not be allowed to stay abroad beyond the period permitted.
- (d) As per rule 34 of BSR (part-1) Appendix-VIII the leave will commence within 35 days.

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

sdt
(Md. Fazle Rabby)
Chief Personnel Manager
BIWTC
Phone: 02-9634962
E-mail: cprbiwtc@yahoo.com

Ref No. 18.12.000.03.04.1139.2022-02

Dated: 03.01.2024

Copy forwarded for kind information & necessary action (not in order of seniority):

1. Senior Secretary, Ministry of Shipping, Bangladesh Secretariat, Dhaka.
2. H. E. High Commissioner, High Commission of the People's Republic of Bangladesh, Kuala Lumpur, Malaysia.
3. H. E. High Commissioner, High Commission of Malaysia, Dhaka.
4. Director General, Directorate of Immigration and Passport, Agargaon, Dhaka.
5. Director, Hazrat Shahjalal (R:) International Airport, Dhaka.
6. Controller, Foreign Currency Controlling Department, Bangladesh Bank, Dhaka.
7. Director (Technical), BIWTC, Dhaka.
8. GM (Accounts/Maine), BIWTC, Dhaka.
9. System Analyst, BIWTC, Dhaka. (With request for publishing in website)
10. Mr. Syed Alimujjaman, Manager (Marine), Code No. 15026 Bangladesh Inland Water Transport Corporation (BIWTC), Dhaka.
11. Personal Secretary to the Chairman, BIWTC, Dhaka for Chairman's kind information.
12. Customs Authority, Hazrat Shahjalal (R:) International Airport, Dhaka.
13. Immigration Officer, Hazrat Shahjalal (R:) International Airport, Dhaka.
14. Personal file.
15. Office Copy.

[Signature]
03/01/2024
Chief Personnel Manager
BIWTC