

Memo No: BdREN Trust/HR & Admin/Leave/35/3

Date: 06/06/2022

Office Order

Subject: Approval of Study Leave.

Mr. Punam Chowdhury, Software Programmer, BdREN Trust is hereby allowed for travelling to India from 15 June 2022 to 31 December 2022 with a view to attending the training program titled **Establishment of Bangladesh Bharot Digital Service and Employment Training (BDSET)**, a Technical Support joint project being implemented by Bangladesh High-tech park under the following terms and conditions:

1. He shall not stay abroad beyond the approved leave period and shall report immediately on his return to Bangladesh.
2. All related expenses of Travel and Stay for the participant will be borne by the project or himself.
3. His absence from the office will be considered as Study leave without pay.
4. He will inform the CEO, BdREN Trust before leaving the country.

Raj
06.06.2022.

Mohammad Tawrit
Chief Executive Officer
Telephone: +88 09612110022
Email: ceo@bdren.net.bd

Distribution (not according to seniority):

- (1) PS to Chairperson, BdREN Trust, Agargaon, Dhaka (For notification).
- (2) PS to Vice-Chairperson, BdREN Trust, Agargaon, Dhaka (For notification).
- (3) H. E. High Commissioner of India in Bangladesh, High Commission of India, Dhaka, Bangladesh.
- (4) Immigration Officer, Hazrat Shahjalal International Airport, Dhaka, Bangladesh.
- (5) Mr. Punam Chowdhury, Software Programmer, BdREN Trust.
- (6) Khandakar Rashedul Arefin, Manager (Data Centre), BdREN Trust (for publishing on the website).
- (7) Office File.