



BANGLADESH BANK
(Central Bank of Bangladesh)
Head Office
Motijheel, Dhaka-1000
Bangladesh

Staff Order No.-HRD-2/11/2025

Date: 08/01/2025

Study Leave for Higher Study (Abroad)

Mr. Madob Kumar Saha (SAP ID: 18907952), Joint Director of Department of Off-site Supervision, Bangladesh Bank, Head Office, Dhaka has been granted average half pay leave for attending Master of Science in Applied Economics in Illinois State University, USA from 15/01/2025 to 06/01/2027 (1 year 11 months 23 days) in light of the guarantee bonds submitted by him under the following terms and conditions:

2. Conditions:

- a. During study leave, 100% of salary, allowances and bonuses received by him will be adjusted with his motor car advance;
- b. He is obligated to work in Bangladesh Bank for a minimum of 1 (one) year after returning from study leave. If he resigns before the aforementioned period or stays absent from office without the concerned authority's prior approval, Bank will recover all the salaries and allowances paid during study leave from him or his guarantors;
- c. If he abandons or fails to successfully complete the program, he will be obligated to return all the money received as salaries and allowances during study leave;
- d. If he does not join the bank on time, his guarantors shall be liable to pay all of his advances with interest;
- e. The period of study leave cannot be extended without the approval of the competent authority;
- f. The approved program and the university cannot be changed without the approval of the competent authority;
- g. Over the period of study leave, all of his salaries and allowances will be disbursed to concerned account in local currency;
- h. Bangladesh Bank or Government will not bear any expense for his study or other purpose while he stays in the USA;
- i. He must notify his contact address without delay after his arrival in the USA to training.hrd@bb.org.bd/gm.hrd2@bb.org.bd through email;
- j. Within 7 (seven) days of his arrival in the USA, he must report to the Bangladesh Embassy located there;
- k. The progress report of his study must be sent to training.hrd@bb.org.bd/gm.hrd2@bb.org.bd by email to the Director (HRD-2) of Human Resources Department-2 along with documentary evidence on half-yearly basis;
- l. He will compulsorily join to HRD-1, Bangladesh Bank on the next working day after returning home;
- m. He has to submit the degree certificate/documentary evidence to Human Resources Department-2 and Thesis/Dissertation/Term Paper (both in hard copy and soft copy format) in the Research Department (Library) within 3 months of joining the Bank after study;

He will be treated as released from his duties after the close of business of 14/01/2025.

This order is issued as per the approval of the competent authority.

Esrat Zaman

(Esrat Zaman)
Joint Director

Mobile: +88 01705093118
E-mail: esrat.zaman@bb.org.bd

Human Resources Department-2
(Training & Development Wing)

No. HRD-2(TD)/126/2025- 292

Dated: As Above

Copy for kind information and necessary action (Not in order of Seniority)

1. Concerned Official and Guarantors.
2. Director (EMD-1), Expenditure Management Department-1 (Salary Section), Bangladesh Bank, Head Office, Dhaka
3. Director General, Department of Immigration and Passports, Agargaon, Dhaka.
4. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
5. Uploaded in Bangladesh Bank intranet and BB website-www.bb.org.bd (About us → Foreign Tours & Visit) for all concerned.

Zarin Tasnim

(Zarin Tasnim)
Assistant Director

Mobile: +88 01980816778
E-mail: zarin.tasnim@bb.org.bd