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

Staff Order No.-HRD(2): 378/2025 **Date: 20/07/2025**

Study Leave for Higher Study (Abroad).

Mr. A. S. Masum (SAP ID: 19009009), Deputy Director (G), Bangladesh Bank, Sylhet Office, has been granted study leave, ordinary leave and leave without pay as stated below for attending PhD in Strategy and Entrepreneurship in University of Arkansas, United States of America in light of the guarantee bonds submitted by him on 16/07/2025 under the following terms and conditions:

Average Half Pay Leave: 2 years (from 22/07/2025 to 21/07/2027)
Ordinary Leave: 120 days (from 22/07/2027 to 18/11/2027)
Leave without pay: 2 years 6 months (from 19/11/2027 to 18/05/2030)

02. Conditions:

a. He is obligated to work in Bangladesh Bank for a minimum of 3 (three) years after returning from 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 this leave from his guarantors;
b. 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 leave;
c. If he does not join the bank on time, his guarantors shall be liable to pay all of his advances with interest;
d. The period of leave cannot be extended without the approval of the competent authority;
e. The approved program and the university cannot be changed without the approval of the competent authority;
f. Over the period of this leave, all of his salaries and allowances will be disbursed to concerned account in local currency;
g. Bangladesh Bank or Government will not bear any expense for his study or other purpose while he stays in USA;
h. He must notify his contact address without delay after his arrival in USA to training.hrd@bb.org.bd/ gm.hrd2@bb.org.bd through e-mail;
i. Within 7 (seven) days of his arrival in USA, he must report to the Bangladesh Embassy located there;
j. 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;
k. He will compulsorily join to HRD-1, Bangladesh Bank on the next working day after returning to Bangladesh;
l. After Joining the bank, he will have to personally submit a course completion report within 7 (seven) working days and a degree certificate/documentary proof within 3 (three) months to this department. In addition, the Thesis/Dissertation/Term paper (by whatever name it may be called) prepared at the end of the program will have to be submitted (in both hardcopy and softcopy formats) to the Research Department (Library).

He will be treated as released from his duties after the close of business of 21 July, 2025.

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

(Mohammad Saiful Islam)
Joint Director
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Human Resources Department-2
(Training & Development Wing)

No. HRD-2(TD)/126/2025-5559 **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.

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