



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



Human Resources Department-2
(Benefits and Administration Wing)

HRD-2/231/2026-6980

08/09/2026

Most. Hafiza Hoq Shah
SAP ID-29510679
Passport No-E00161751
Assistant Director
Foreign Exchange Policy Department-2
Bangladesh Bank
Head Office
Dhaka.

Private Foreign Visit

Dear Sir,

With reference to your application dated 06/08/2026 on the captioned subject, we would like to inform you that you have been permitted (subject to the approval of leave) to travel **Sri Lanka** for visiting historical & viewable places for **15 (Fifteen) days** (including the transit period) starting from **02/10/2026** or from the date of travel within one month from the mentioned date, subject to the following terms and conditions:

- 1) All expenses will be borne by you. No expenses in local or foreign currency will be borne by Bangladesh Bank in connection with the proposed visit;
- 2) You shall not overstay abroad without prior approval of the competent authority.

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

Yours faithfully,

Sd/-

(Arafat Mahmud)

Joint Director

Phone: +88 01717572849

Email: arafat.mahmud@bb.org.bd

Endorsement No- HRD-2/231/2026-6982

Dated : - Do-

Copy forwarded for information and necessary action to:

1. Director General, Department of Immigration and Passports, Agargaon, Dhaka.
 2. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
 3. Director (FEPD-2), Foreign Exchange Policy Department-2, Bangladesh Bank, Head Office, Dhaka.
- Uploaded on BB website www.bb.org.bd (About us→ Foreign Tours and Visit) for all concerned.

Joint Director