



The Institution of Engineers, Bangladesh

Shaheed Prokaushali Bhaban, Headquarters, Ramna, Dhaka-1000

Tel : 02-55110327, 02-55110421, Fax : 88-02-55110328

E-mail : info@iebbd.org, info.iebhq@gmail.com, Web site : www.iebbd.org

Ref : No. IEB/HQ/G/OO-9/2025/3777

Date : 17th December, 2025.

OFFICE ORDER

Prof. Dr. Engr. Md. Sabbir Mostafa Khan, F/8960, Honorary General Secretary of The Institution of Engineers, Bangladesh (IEB), will be staying in the United States of America for personal reasons from **18th December, 2025 to 15th January, 2026**.

During his absence, the below-mentioned **Honorary Assistant General Secretaries of IEB** will look after the day-to-day routine functions of the Honorary General Secretary, IEB in addition to their own duties. The schedule for routine duties is provided below:

Sl. No.	Name & Designation	Routine Works Schedule
01	Engr. Muhammad Ahsanul Rasel, F/14140 Honorary Assistant General Secretary (Administration & Finance), IEB	18th December, 2025 to 1st January, 2026
02	Engr. Sabbir Ahmed Osmani, F/14141 Honorary Assistant General Secretary (Services & Welfare), IEB	2nd January to 15th January, 2026

This order is issued with the concurrence of the President of IEB.

[Signature] 17.12.25

Prof. Dr. Engr. Md. Sabbir Mostafa Khan

Honorary General Secretary

Distribution: For kind information to

1. President, IEB.
2. Vice-President (Academic & International)/(Administration & Finance)/(HRD)/(S&W), IEB;
3. Honorary Assistant General Secretary (Academic & International)/(HRD), IEB;
4. Chairman/Vice-Chairman/Secretary, All Engineering Division & Chapter, IEB.
5. Chairman/Vice-Chairmen/Honorary Secretary, All Centre, IEB.
6. Chairman/Vice-Chairman/Secretary, All Sub-Centre, IEB.
7. Chairman/Vice-Chairman/Secretary, All Overseas Chapter, IEB.
8. All Central Council Member, IEB.
9. Executive Vice-Chairman/General Secretary, ERC, Dhaka.
10. Chairman/Vice-Chairmen/Member-Secretary, BPERB.
11. Chairman/Vice-Chairmen/Member-Secretary, BAETE.
12. Chairman/Vice-Chairmen/Member-Secretary, OSBB.
13. Rector/Dean, ESCB.

Distribution: For kind information & necessary action

1. **Engr. Muhammad Ahsanul Rasel, F/14140**, Honorary Assistant General Secretary (Admin. & Finance), IEB.
2. **Engr. Sabbir Ahmed Osmani, F/14141**, Honorary Assistant General Secretary (Services & Welfare), IEB.

Distribution: For necessary action

1. Project Coordinator, IEB.
2. Assistant Executive Officer's, IEB.
3. IT Officer, IEB.
4. All Section In-Charge, IEB Headquarters.
5. Office Copy.