

REVISED

(To be substituted with the same memo number and date)

Government of the People's Republic of Bangladesh
Bangladesh Marine Academy, Chattogram
www.macademy.gov.bd

31 December 2023

CTM No.- 54 /2023

WINTER VACATION OF 58th BATCH CADETS

Cadets of 58th batch will proceed for **Winter Vacation on 01 January 2024** and will **return to academy on 11 February 2024**. The programme for the departure and arrival of the Cadets of 58 batch will be as follows:

Departure

01 January 2024 (Monday)

Time	Event	Remarks/Action
1100-1200	Preparation for Vacation	-
1325	Lunch	As per daily routine
1430	Cadets assemble in front of Liaquat Ali Cadet Block	In Shore-leave dress (OOD & Mr. M. Nazim Uddin, CPO (GI) are to supervise)
1500	Leave by Buses (4 Buses will leave for Chattogram Railway station)	OOD/AOOD and All GIs/PTIs to ensure
1500	Leave by boats (As required)	

Arrival

11 February 2024 (Sunday)

Time	Event	Remarks/Action
1100	04 Buses leave Railway Station	Proceed for Academy
1000-1100	Boat trip (As required)	Cadets will board from Patenga Jetty

Instructions:

1. OOD is to ensure the smooth conduct of above routines.
2. Officer-in-charge, Motor Transport & Boat are to ensure the availability of Buses & Boat as per routine during departure & arrival.
3. Officer-in-charge (Cadet Block), Mr. Sanaur Hosen & Mr. Monirul Islam, Store Keeper and all GIs/PTIs will ensure that all rooms & lockers of all Cadet Block are properly secured and locked before the last group leaves the Academy on **01 January 2024 (Monday)** and they will also ensure that Cadet Block is kept ready before Cadets-arrival by **05 February 2024 (Monday)**.
4. Mr. Kamruzzaman, PA to CNS & Mr. Md. Habibur Rahman, PA to CE will ensure that all class rooms are locked in time and inform respective Departmental Head & the OOD.



5. On arrival date, if Transport is not available as per routine, Cadets should contact with the OOD and will avail Boat from Patenga Jetty. Academy Boats will be kept ready for ferry on both day.

6. Mr. SM Masud Rana, CPO (RI) & Mr. Md. Mahmudul Hasan, RET & Mr. M. Habibur Rahman, CPO (SS) & Mr. Md. Jahidul Islam Chowdhury, SAE will receive Cadets at Patenga Jetty & Jetty Head respectively. They will ensure correct embarkation & disembarkation of Cadets at Patenga Jetty and Jetty Head respectively.

7. All Cadets should strictly follow the routine. **No Cadets will be allowed to enter in the Academy after 1300 hours.** Mess Committee will arrange Lunch/Foods as per menu. Strict disciplinary action will be taken against the late comers.

8. All cadets must possess the contact numbers (mobile/land phones) of all concerned officers & instructors of the academy and GI/PTI are to ensure. Contact numbers of the concern officers can only be used in case of emergency during leave period.

9. Cadets are NOT allowed to bring any kind of electronic device like mobile phone, laptop, camera, tab, sound box etc. to the academy campus with them. On returning from leave all Cadets will assemble in front of the cadet block with their bag/luggage for checking. OOD/AOOD and All GI/PTI will stay at the cadet block gangway & Main Guard Room for receiving the cadets. Any illegal/ unauthorized items brought by the Cadets to be seized & deposited to Adjutant's Office.

10. Female Cadets will assemble in front of GI office with their bag/luggage for checking. Mrs. Zinnat Ara Nasrin, EO & OIC (Female block) is to supervise the checking of luggage of female cadets. Mr. Rajesh Barua, CPO (PTI) & Female Block Attendants should remain present to assist her. Any illegal items brought by the Female cadets to be seized & deposited to Adjutant's Office.

11. Officer in Charge (All Classrooms) under the supervision of the HoDs will keep the classrooms ready for conducting classroom based training activities.

12. All OICs of different training installations will keep their respective installation ready for conducting training activities.

13. Any changes in the above routine for any unavoidable situation will be intimated in advance.



Capt. Md. Ibne Kaiser Taimur
Commandant (Add'l Charge)

CC to:

All Concerned.