Sher-e-Bangla Agricultural University
Sher-e-Bangla nagar, Dhaka 1207
Phone: +880244814020, Fax: +880244814003
Website: www.sau.edu.bd

Record Number: 37.01.2605.000.040.08.0001.23.58 Date: 26 Oct 2026

Office Order

This is to notify that the Sher-e-Bangla Agricultural University has granted Ex-Bangladesh leave (Earned leave with full pay) to **Ziasmin**, Assistant Professor, Department of Biotechnology, SAU, Dhaka-1207 for a period of 22 (twenty-two) days, effective from **13 October 2026 to 03 November 2026** or 22 (twenty-two) days from the actual date of departure, for the purpose of performing the **Holy Umrah Hajj** in **Saudi Arabia**, under the following terms and conditions:

Conditions:

a. All expenses and charges related to this visit will be borne by herself and there will be no financial involvement of government of Bangladesh or University in this regard;
b. She will draw her usual pay and allowances in local currency;
c. After visit she will join her respective office.

This has the concurrence of the Vice-Chancellor of Sher-e-Bangla Agricultural University.

26-10-2026
Md. Nazrul Islam
Registrar (Current duty)
E-mail : registrar@sau.edu.bd

Record Number: 37.01.2605.000.040.08.0001.23.58/1 (11) Date: 26 Oct 2026

Copy for Kind Information and Necessary Action (Not in the order of seniority):

1. Dean, Faculty of Agriculture, SAU, Dhaka.
2. Chairman, Department of Biotechnology, SAU, Dhaka.
3. High Commission of Saudi Arabia, Dhaka.
4. High Commission of Bangladesh, Saudi Arabia.
5. Director (Honorary), Directorate of Finance & Accounts, Sher-e-Bangla Agricultural University.
6. Director (Honorary), ICT Cell, Sher-e-Bangla Agricultural University.
7. Deputy Registrar, Establishment-1, Sher-e-Bangla Agricultural University.
8. Deputy Registrar/P. S., Office of the Vice-Chancellor, Sher-e-Bangla Agricultural University.
9. Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka,Bangladesh.
10. Deputy Registrar, Office of the Registrar, Sher-e-Bangla Agricultural University.
11. Assistant Registrar, Office copy/Master copy, Office copy/Master copy.

Continue - 1 of 2