



শেরেবাংলা কৃষি বিশ্ববিদ্যালয়
Sher-e-Bangla Agricultural University
Sher-e-Bangla Nagar, Dhaka-1207, Bangladesh

Memo no. SAU/Admin./A/T-258/2018- ১০৭২

Date: ২৭ -12-2022

Office Order

This is to notify that the Sher-e-Bangla Agricultural University has granted Ex-Bangladesh leave (permission to station leave) to **Chaity Dey Puja**, Assistant Professor, Department of Horticulture, SAU, Dhaka-1207 for the purpose of **her** medical treatment in India from 27 December, 2022 to 12 January, 2023 or 17 (seventeen) days from the actual date of travel under the following terms & conditions:

Conditions:

- 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;
- She** will draw **her** usual pay and allowances in local currency;
- After visit **she** will join her respective office.

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


(Sheikh Rezaul Karim)

Registrar

Phone: +8802-44814006

Distributed to:

Chaity Dey Puja, Assistant Professor, Department of Horticulture, SAU, Dhaka-1207.

Copy forwarded for information/necessary action to:

1. Dean, Faculty of Agriculture, SAU, Dhaka.
2. Chairman, Department of Horticulture, SAU, Dhaka.
3. Director (Finance & Accounts), SAU, Dhaka.
4. Director (ICT Cell), SAU, Dhaka.
5. Controller of Examinations, SAU, Dhaka-1207.
6. High Commission/Embassy of India, Dhaka, Bangladesh.
7. Bangladesh High Commission/Embassy of India.
8. Deputy Registrar (Admin)-S, SAU, Dhaka.
9. Officer in-Charge, Hili/Benapole/Dharshana/Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh.
10. PS to VC, Office of the Vice Chancellor, SAU, Dhaka (for VC's kind information).
11. PA to Registrar, SAU, Dhaka, (for kind information).
12. Office copy/Master copy.