



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

Memo no: SAU/Admin./A/O-117/2005- 2946

Date: 31-05-2023

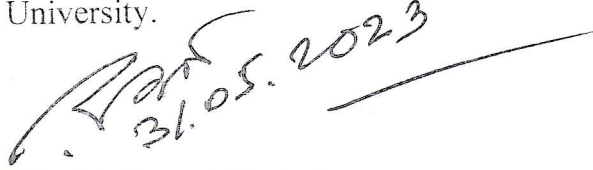
Office Order

This is to notify that the Sher-e-Bangla Agricultural University (SAU) has granted Ex-Bangladesh leave (Earned Leave with full pay) to **Rozina Akter**, Deputy Registrar, Registrar Office, Sher-e-Bangla Agricultural University, Dhaka-1207, Bangladesh for 45 (forty five) days, i.e. from 15 June, 2023 to 29 July, 2023 or 45 (forty five) days from the actual date of travel to stay in Saudi Arabia for Holy Hajj. Terms & conditions for the travel are as follows:

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:

**Rozina Akter**, Deputy Registrar, Registrar Office, Sher-e-Bangla Agricultural University, Dhaka.

Copy forwarded for information/necessary action to:

1. Controller, Foreign Exchange Division, Bangladesh Bank, Dhaka.
2. Director (Finance & Accounts), SAU, Dhaka.
3. High Commission/Embassy of Saudi Arabia, Dhaka, Bangladesh.
4. Bangladesh High Commission/Embassy of Saudi Arabia.
- ✓ 5. Director (ICT Cell), SAU, Dhaka.
6. Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh.
7. Deputy Registrar-A (Admin.), SAU, Dhaka.
8. Deputy Registrar/ PS to VC, Office of the Vice Chancellor, SAU, Dhaka (for VC's kind information).
9. PA to Pre-VC/Registrar, SAU, Dhaka (for kind information).
10. Office copy/ Master copy.