



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

Memo no. SAU/Admin./A/O-300/2007- 3716

Date: 03-08-2023

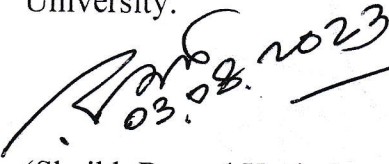
**Office Order**

This is to notify that the Sher-e-Bangla Agricultural University (SAU) has granted Ex-Bangladesh leave (Earned Leave with full pay) to Sajeda Khanam, Senior Assistant Farm Superintendent, Horticulture Farm, Sher-e-Bangla Agricultural University, Dhaka-1207, Bangladesh for a period of 16 (sixteen) days, i.e. from 13 August, 2023 to 28 August, 2023 or 16 (sixteen) days from the actual date of travel to stay in India for visiting the historical places. Following terms & conditions will be imposed for the travel:

**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.

  
03.08.2023  
নাবিল (Sheikh Rezaul Karim)

Registrar

Phone: 44814006

**Distributed to:**

Sajeda Khanam, Senior Assistant Farm Superintendent, Horticulture Farm, SAU, Dhaka.

**Copy forwarded for information/necessary action to:**

1. The High Commissioner, Indian High Commission, Dhaka, Bangladesh.
2. The High Commissioner, Bangladesh High Commission, India.
3. Director General, Immigration & Passport, Govt. of the people's Republic of Bangladesh.
- ✓ 4. Director (Finance & Accounts/ICT Cell), SAU, Dhaka-1207, Bangladesh.
5. Officer in Charge, Hazrat Shahjalal International Airport, Dhaka-1207.
6. Deputy Registrar/PS to V.C (to inform the VC), SAU, Dhaka-1207.
7. Deputy Registrar (Admin)-A, SAU, Dhaka-1207.
8. Farm-in-Charge, Horticulture Farm, SAU, Dhaka-1207.
9. PA to Pro-Vc/ Treasurer/ Registrar, SAU, Dhaka-1207.
10. Office copy/ Master copy.