



শেরেবাংলা কৃষি বিশ্ববিদ্যালয়

Sher-e-Bangla Agricultural University

Sher-e-Bangla Nagar, Dhaka-1207, Bangladesh

Memo no: SAU/Admin./A/O-3(part-1)/2003- 4770

Date: 29-10-2023

Office Order

This is to notify that the Sher-e-Bangla Agricultural University (SAU) has approved Ex-Bangladesh leave (permission to station leave) to **Md. Alamgir Hossain (PRL)**, Additional Registrar, Office of the Dean, Post Graduate Studies, Sher-e-Bangla Agricultural University, Dhaka-1207, Bangladesh for a period of 16 (sixteen) days, i.e. from 01 November, 2023 to 16 November, 2023 to stay in the kingdom of Saudi Arabia for the purpose of Holy Umrah Hajj under the following terms & conditions:

Conditions:

- All expenses and charges related to this visit will be borne by himself and there will be no financial involvement of government of Bangladesh or University in this regard;
- He will draw his usual pay and allowances in local currency;
- After visit he will join his 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:

Md. Alamgir Hossain (PRL), Additional Registrar, Office of the Dean, Post Graduate Studies, SAU, Dhaka.

Copy forwarded for information/necessary action to:

- Dean, Post Graduate Studies, SAU, Dhaka.
- Controller, Foreign Exchange Division, Bangladesh Bank, Dhaka.
- High Commission/Embassy of the kingdom of Saudi Arabia, Dhaka, Bangladesh.
- Bangladesh High Commission/Embassy of the kingdom of Saudi Arabia.
- Director (Finance & Accounts), SAU, Dhaka.
- Director (ICT Cell), SAU, Dhaka (for kind website upload).
- Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh.
- Deputy Registrar-A, Admin & Establishment Section, Registrar Office, SAU, Dhaka.
- PS to VC, Office of the Vice Chancellor, SAU, Dhaka (for VC's kind information).
- PA to Registrar, SAU, Dhaka.
- Personal file/ Master file.