



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

Memo no: SAU/Admin./A/O-121/2010- 604

Date: 19-02-2024

Office Order

Ms. Md. Faruk

This is to notify that the Sher-e-Bangla Agricultural University (SAU) has granted Ex-Bangladesh leave (earned leave with full pay) to **Jarin Ferdous Anthony**, Deputy Registrar, Admin & Establishment Section, Office of the Registrar, Sher-e-Bangla Agricultural University, Dhaka-1207, Bangladesh for a period of 13 (thirteen) days, i.e. from 02 March, 2024 to 14 March, 2024 or 13 (thirteen) days from the actual date of travel to stay and visit United Kingdom.

2. Terms & conditions related to the travel are as follows:

- 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
19.02.24

(Sheikh Rezaul Karim)

Registrar
Phone: +8802-44814006

Distributed to:

Jarin Ferdous Anthony, Deputy Registrar, Admin & Establishment Section, Office of the Registrar, SAU, Dhaka-1207.

Copy forwarded for information and necessary action to:

- High Commission/Embassy of United Kingdom, Dhaka, Bangladesh.
- Bangladesh High Commission/Embassy of United Kingdom.
- Director (Finance & Accounts), SAU, Dhaka.
- Director (ICT Cell), SAU, Dhaka (for kind website upload).
- Officer in-Charge, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh.
- Deputy Registrar-A, Administration & Establishment Section, SAU, Dhaka.
- Deputy Registrar/ PS to VC, SAU, Dhaka (for VC's kind information).
- PA to Pro-VC/ Treasurer/ Registrar, SAU, Dhaka, (for kind information).
- Office copy/Master copy.