



Sher-e-Bangla Agricultural University
Sher-e-Bangla nagar, Dhaka 1207
Phone: +880244814020, Fax: +880244814003
Website: www.sau.edu.bd

Mr. Mafiz
JA

Record Number: 37.01.2605.040.08.001.23.31

Date: 29 Apr 2024

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 **Dr. Shahnaz Sarkar**, Professor, Department of Agricultural Botany, Sher-e-Bangla Agricultural University, Dhaka-1207, Bangladesh for a period of 47 (fourty seven) days, i.e. from 08 May, 2024 to 23 June, 2024 or 47 (fourty seven) days from the actual date of travel to stay & visit 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 the visit, she will join her respective office.

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

29-04-2024

Sheikh Rezaul Karim

Registrar

registrar@sau.edu.bd

Distributed to:

Dr. Shahnaz Sarkar, Professor, Department of Agricultural Botany, Sher-e-Bangla Agricultural University, Dhaka-1207.

Record Number: 37.01.2605.040.08.001.23.31/1 (11)

Date: 29 Apr 2024

Copy forwarded for information/necessary action to:

- The High Commission/Embassy of Saudi Arabia, Dhaka, Bangladesh;
- The Bangladesh High Commission/Embassy of Saudi Arabia;
- Chairman, Department of Agricultural Botany, SAU, Dhaka;
- Director (Finance & Accounts), SAU, Dhaka-1207, Bangladesh;
- Director (ICT Cell), SAU, Dhaka-1207, Bangladesh (for kind website upload);
- Controller of Examinations, SAU, Dhaka;
- Deputy Registrar (Admin.)-S, SAU, Dhaka;
- Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh;
- PS to VC, Office of the Vice Chancellor, SAU, Dhaka (for VC's kind information);
- PA to Registrar, SAU, Dhaka. (for kind information) and
- Office copy/Master copy.