



Memo no. SAU/Admin./A/T-81/2003- 3069

Date: 24-11-2024

Office Order

This is to notify that the Sher-e-Bangla Agricultural University (SAU) has granted Ex-Bangladesh leave (Rest & Recreation Leave) to **Professor Dr. Ferzana Islam**, Department of Agroforestry & Environmental Science, SAU, Dhaka-1207 for a period of 12 (twelve) days, i.e. from 25 November, 2024 to 06 December, 2024 and permission to stay in Malaysia for visiting historical places. The 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 the government of Bangladesh or the 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.

(Sheikh Rezaul Karim)
Registrar
Ph: +8802-44814006

Distributed to:

Professor Dr. Ferzana Islam, Department. of Agroforestry & Environmental Science, SAU, Dhaka.

Copy forwarded for information/necessary action to:

- Dean, Faculty of Agriculture. SAU, Dhaka.
- Chairman, Department of Agroforestry & Environmental Science, SAU, Dhaka.
- Director (Finance & Accounts), SAU, Dhaka.
- Director (Finance & Accounts), SAU, Dhaka.
- Director (ICT Cell), SAU, Dhaka (for kind website upload).
- High Commission/Embassy of Malaysia, Dhaka, Bangladesh.
- Bangladesh High Commission/Embassy of Malaysia.
- Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh.
- Deputy Registrar (Admin.)-1, SAU, Dhaka.
- Deputy Registrar & PS to VC, Office of the Vice Chancellor, SAU, Dhaka (for VC's kind information)
- PA to Pro VC/Treasurer/Registrar, SAU, Dhaka. (for kind information),
- Office copy/ Master copy.

(Mehdee Mohay Men-Ur Rahman) 24.11.24.
Deputy Registrar
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