



Memo no. SAU/A/O-168/Admin./2013/3107

Date: 26-11-2024

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 **Md. Rayhan Uddin**, System Analyst, ICT Cell, Sher-e-Bangla Agricultural University, Dhaka-1207, Bangladesh for a period of 12 (twelve) days, i.e. from 01 December, 2024 to 12 December, 2024 or from the date of departure and permission to stay in India for medical treatment purpose. Terms and Conditions for the travel are as follows:

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 salary and allowances in local currency;
- After the 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: 02-44814006

Distributed to:

Md. Rayhan Uddin, System Analyst, ICT Cell, SAU, Dhaka

Copy forwarded for information/necessary action to:

- High Commission/Embassy of India, Dhaka, Bangladesh.
- Bangladesh High Commission/Embassy of India.
- Director (Finance and Accounts), SAU, Dhaka.
- Director (ICT Cell), SAU, Dhaka (for kind website upload).
- Officer in-Charge, Hili/Benapole/Dharshana/Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh.
- Deputy Registrar/PS to VC, Office of the Vice-Chancellor, SAU, Dhaka (for VC's kind information).
- Deputy Registrar (Admin.)-2, SAU, Dhaka.
- PA to Pro-VC/Treasurer/ Registrar, SAU, Dhaka, (for kind information).
- Office copy/Master copy.

Md. Monowarul Islam
Deputy Registrar (Higher Scale)
(Admin. & Establishment)-2

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(Admin. & Establishment)-2