



Memo no: SAU/A/O-193/Admin./2014- 3273

Date: 09-12-2024

**Office Order**

This is to notify that the Sher-e-Bangla Agricultural University (SAU) has granted Ex-Bangladesh leave (Rest and Recreation Leave) to **Md. Ibrahim Khalil Khan**, Deputy Director, Institute of Seed Technology, Sher-e-Bangla Agricultural University, Dhaka-1207, Bangladesh for a period of 15 (fifteen) days, i.e. from 10 January, 2025 to 24 January, 2025 or from the date of departure to stay in China, Thailand, Malaysia, Singapore and Vietnam visit the historical places. Terms & 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 pay 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:**

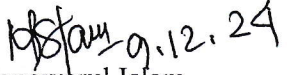
**Md. Ibrahim Khalil Khan**, Deputy Director, Institute of Seed Technology, SAU, Dhaka.

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**Copy forwarded for information/necessary action to:**

- Director, Institute of Seed Technology, SAU, Dhaka.
- The High Commission/Embassy of China, Thailand, Malaysia, Singapore and Vietnam, Dhaka, Bangladesh.
- The Bangladesh High Commission/Embassy of China, Thailand, Malaysia, Singapore and Vietnam.
- 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 (Higher Scale)(Admin.-2, SAU, Dhaka.
- Deputy Registrar/PS to VC, Office of the Vice Chancellor, SAU, Dhaka (for VC's kind information).
- PA to Registrar, SAU, Dhaka.
- Personal copy/Master copy.

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