



Memo no. SAU/A/T-263/Admin./2018/ 3423

Date: 22-12-2024

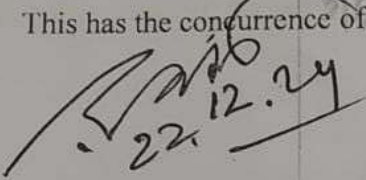
**Office Order**

This is to notify that the Sher-e-Bangla Agricultural University (SAU) has granted Ex-Bangladesh leave (Permission to Station Leave) to **Ishrat Alam**, Assistant Professor, Department of Soil Science, SAU, Dhaka-1207, Bangladesh for a period of 20 (twenty) days, i.e. from 23 December, 2024 to 11 January, 2025 or 20 (twenty) days from the actual date of travel to stay in Saudi Arabia for Holy Omrah under the following terms & conditions:

**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.

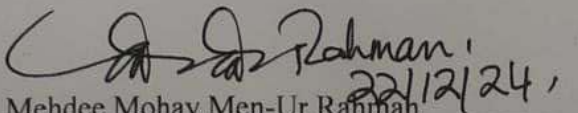
  
(Sheikh Rezaul Karim)  
Registrar  
Phone: 02-44814006

**Distributed to:**

Ishrat Alam, Assistant Professor, Department of Soil Science, SAU, Dhaka-1207.

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

- High Commission/Embassy of Saudi Arabia, Dhaka, Bangladesh.
- Bangladesh High Commission/Embassy of Saudi Arabia.
- Dean, Faculty of Agriculture, SAU, Dhaka.
- Chairman, Department of Soil Science, SAU, Dhaka.
- Director (Finance & Accounts), SAU, Dhaka.
- Director (ICT Cell), SAU, Dhaka (for kind website upload).
- Controller of Examinations, SAU, Dhaka.
- Officer in-Charge, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh.
- Deputy Registrar (Admin)-I, SAU, Dhaka.
- Deputy Registrar/PS to VC, Office of the Vice Chancellor, SAU, Dhaka (for VC's kind information).
- PA to Pro VC/Registrar, SAU, Dhaka, (for kind information).
- Office copy/Master copy.

  
Mehdee Mohay Men-Ur Rahman  
Deputy Registrar  
Admin & Establishment-1