



শেরেবাংলা কৃষি বিশ্ববিদ্যালয়  
Sher-e-Bangla Agricultural University  
Sher-e-Bangla Nagar, Dhaka-1207, Bangladesh

Memo no. SAU/Admin./A/S-108/1991- 295

Date: 26-01-2025

**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 **Abul Bashar**, Senior Lab Assistant, Department of Agricultural Botany, Sher-e-Bangla Agricultural University, Dhaka-1207, Bangladesh for a period of 30 (thirty) days, i.e. from 26 January, 2025 to 24 February, 2025 to stay in Saudi Arabia for Holy Umrah Hajj. 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: +8802-44814006

**Distributed to:**

Abul Bashar, Senior Lab Assistant, Department of Agricultural Botany, Sher-e-Bangla Agricultural University, Dhaka-1207.

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**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.)-2, 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).
- Office copy/Master copy.