



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

Memo no. SAU/Admin./A/T-392/2023/1256

Date: 28-04-2025

Office Order

This is to notify that the Sher-e-Bangla Agricultural University has granted Ex-Bangladesh leave (Earned Leave with full pay) to **Koushik Chakroborty**, Lecturer, Department of Aquatic Environment and Resource Management, Sher-e-Bangla Agricultural University, Dhaka-1207, Bangladesh for a period of 05 (Five) days, i.e. from 07 May 2025 to 11 May 2025 or 05 (Five) days from the actual date of travel and permission to stay in Srilanka for attending a Workshop under the following terms and conditions:

Conditions:

- All expenses and charges related to this visit will be borne by himself and there will be no financial involvement of the 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:

Koushik Chakroborty, Lecturer, Department of Aquatic Environment and Resource Management, SAU, Dhaka.

Memo no. SAU/Admin./A/T-392/2023/1256

Date: 28-04-2025

Copy forwarded for information/necessary action to:

1. Dean, Faculty of Fisheries & Marine Science, SAU, Dhaka.
2. High Commission/Embassy of Srilanka, Dhaka, Bangladesh.
3. Bangladesh High Commission/Embassy of Srilanka.
4. Chairman, Department of Aquatic Environment and Resource Management, SAU, Dhaka.
5. Director (Finance and Accounts), SAU, Dhaka.
6. Director (ICT Cell), SAU, Dhaka (for kind website upload).
7. Controller of Examinations, SAU, Dhaka.
8. Officer in-Charge, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh.
9. Deputy Registrar (Admin. & Establishment)-1, SAU, Dhaka.
10. PS to VC, Office of the Vice Chancellor, SAU, Dhaka (for VC's kind information).
11. PA/PS to Pro-VC/Treasurer/ Registrar, SAU, Dhaka, (for kind information).
12. Office copy/Master copy.

Mehdee Mohay Men-Ur Rahman 28/04/25.

Deputy Registrar (Admin. & Establishment)-1