



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

Memo no: SAU/Admin./A/O-348/2023- 1714

Date: 29-05-2025

Office Order

This is to notify that Sher-e-Bangla Agricultural University (SAU) has granted **Ex-Bangladesh leave** to **Arafath Yasmin**, Section Officer, from the Department of Aquatic Environment & Resource Management, Sher-e-Bangla Agricultural University, Dhaka-1207, Bangladesh.

The leave is for a period of **43 (forty-three) days**, effective from **June 3, 2025, to July 15, 2025**. This period includes:

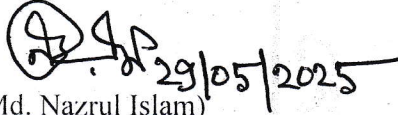
- **June 3, 2025, to June 14, 2025:** Station leave during the Eid-ul-Adha vacation.
- **June 15, 2025, to July 15, 2025:** Earned leave with full pay.

Ms. Yasmin will be traveling to **India** to serve as a **medical attendant** for her father during this period. Terms and condition of the travel are as follows:

Conditions:

- a) 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;
- b) She will draw her usual pay and allowances in local currency;
- c) After the visit, she will join her respective office.

This has the concurrence of the Vice-Chancellor of Sher-e-Bangla Agricultural University.


(Md. Nazrul Islam)
Registrar (In-charge)
Phone: +8802-44814006

Distributed to:

Arafath Yasmin, Section Officer, Department of Aquatic Environment & Resource Management, Sher-e-Bangla Agricultural University, Dhaka-1207.

Copy forwarded for information and necessary action to:

1. High Commission/Embassy of India, Dhaka, Bangladesh.
2. Bangladesh High Commission/Embassy in India.
3. Chairman, Department of Aquatic Environment & Resource Management, SAU, Dhaka.
4. Director (Finance & Accounts), SAU, Dhaka.
5. Director (ICT Cell), SAU, Dhaka.
6. Controller of Examinations, SAU, Dhaka.
7. Officer in-Charge, Benapole/Dharshana/Hazrat Shahjalal (R.) International Airport Dhaka, Bangladesh.
8. Deputy Registrar (Administration)-2, SAU, Dhaka.
9. Deputy Registrar /PS to VC, Office of the Vice Chancellor, SAU, Dhaka (for VC's kind information).
10. PA to Registrar, SAU, Dhaka.
11. Office copy / Master copy.