



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

Memo no. SAU/Admin./A/O-48/2004- ৩৩৩১

Date: ০৯-11-2025

**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 **Md. Aminul Islam**, Deputy Registrar, Office of the Dean, Faculty of Agriculture, Sher-e-Bangla Agricultural University, Dhaka-1207, Bangladesh for a period of 23 (twenty three) days, i.e. from 08 November, 2025 to 30 November, 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:**

**Md. Aminul Islam**, Deputy Registrar, Office of the Dean, Faculty of Agriculture, Sher-e-Bangla Agricultural University, Dhaka-1207.

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

- Dean, Faculty of Agriculture, SAU, Dhaka-1207.
- The High Commission/Embassy of Saudi Arabia, Dhaka, Bangladesh.
- The Bangladesh High Commission/Embassy of Saudi Arabia.
- 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.