



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

Memo no. SAU/Admin./A/O-247/2018- 1168

Date: 21-05-2026

Office Order

This is to notify that the Sher-e-Bangla Agricultural University (SAU) has granted Ex-Bangladesh leave (Rest and Recreation leave) to **Nabila Mursalat Alabbee** has been working as an Assistant Registrar in the Admin & Establishment Section, Sher-e-Bangla Agricultural University, Dhaka-1207, Bangladesh for a period of 10 (ten) days, i.e. from 05 June, 2026 to 14 June, 2026 to stay in Malaysia & Singapore for visiting the historical places. Terms & conditions for the travel are as follows:

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.

21/05/26

(Md. Nazrul Islam)
Registrar (Current Charge)
Phone: +8802-44814006

Distributed to:

Nabila Mursalat Alabbee, Assistant Registrar, Admin & Establishment Section, Sher-e-Bangla Agricultural University, Dhaka.

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Copy forwarded for information/necessary action to:

- High Commission/Embassy of Malaysia & Singapore, Dhaka, Bangladesh.
- Bangladesh High Commission/Embassy of Malaysia & Singapore.
- Director (Finance & Accounts), SAU, Dhaka.
- Director (ICT Cell), SAU, Dhaka (for kind website upload).
- Officer in Charge, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh.
- Deputy Registrar (Admin)-2, SAU, Dhaka.
- PS to VC, Office of the Vice Chancellor, SAU, Dhaka (for VC's kind information).
- PA to Pro-VC/ Treasurer/Registrar, SAU, Dhaka (for Pro-VC/ Treasurer/Registrar kind information).
- Office copy/ Master copy.

21/5/26

Md. Monowarul Islam
Deputy Registrar (Higher Scale)
Admin & Establishment-02, SAU, Dhaka