



শেরেবাংলা কৃষি বিশ্ববিদ্যালয়

Sher-e-Bangla Agricultural University

Sher-e-Bangla Nagar, Dhaka-1207, Bangladesh

Memo no. SAU/A/O-230/Admin./2007- 796

Date: ০৭ -03-2024

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. Ataur Rahman, Senior Pesh Imam, Kabi Kazi Nazrul Islam Hall, Sher-e-Bangla Agricultural University, Dhaka-1207, Bangladesh for the purpose of Holy Omrah in Saudi Arabia for a period of 15 (fifteen) days, i.e. from 11 March, 2024 to 25 March, 2024 or 15 (fifteen) days from the actual date of travel under the following terms & conditions:

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 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: 44814006

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Distributed to:

Md. Ataur Rahman, Senior Pesh Imam, Kabi Kazi Nazrul Islam Hall, Sher-e-Bangla Agricultural University, Dhaka-1207

Copy forwarded for information/necessary action to:

- High Commission/Embassy of Saudi Arabia, Dhaka, Bangladesh.
- Bangladesh High Commission/Embassy of Saudi Arabia.
- Controller, Foreign Exchange Division, Bangladesh Bank, Dhaka, Bangladesh.
- Provost, Kabi Kazi Nazrul Islam Hall, SAU, Dhaka.
- 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-A, Admin & Establishment Section, Registrar Office, SAU, Dhaka.
- PS to VC, Office of the Vice Chancellor, SAU, Dhaka (for VC's kind information).
- PA to Treasurer/Registrar, SAU, Dhaka (for Treasurer/Registrar kind information).
- Office copy/ Master copy.