



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

Memo no. SAU/Admin./A/O-78(Part file)/2006- 556

Date: ০৪ -03-2026


Office Order

This is to notify that the Sher-e-Bangla Agricultural University (SAU) has granted Ex-Bangladesh leave to Dr. Halima Sayeed Jasmine, Senior Scientific Officer(Higher Scale), Office of the SAURES, Sher-e-Bangla Agricultural University, Dhaka-1207, Bangladesh for a period of 69 (sixty nine) days, i.e. from 13 March 2026 to 20 May 2026 (13 March 2026 to 28 March 2026 permission to station leave during the vacation of holy Eid-ul-Fitar, 29 March 2026 to 12 April 2026 Rest and Recreation leave and 13 April 2026 to 20 May 2026 earned leave with full pay) to stay & visit in USA. 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.

 ০৪/০৩/২০২৬

(Md. Nazrul Islam)
Registrar (Current Charge)

Ph: 44814006

Distributed to:

Dr. Halima Sayeed Jasmine, Senior Scientific Officer(Higher Scale), Office of the SAURES, Sher-e-Bangla Agricultural University, Dhaka-1207.

Copy forwarded for information/necessary action to :

1. Controller, Foreign Exchange Division, Bangladesh Bank, Dhaka.
2. Director (SAURES/Finance & Accounts), SAU, Dhaka.
3. High Commission/Embassy of USA, Dhaka, Bangladesh.
4. Bangladesh High Commission/Embassy of USA.
5. Officer in-Charge, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh.
6. Director (ICT Cell), SAU, Dhaka-1207, Bangladesh (for kind website upload).
7. Deputy Registrar (Admin.)-2, SAU, Dhaka.
8. PS to VC, Office of the Vice Chancellor, SAU, Dhaka (for VC's kind information).
9. PA to Registrar, SAU, Dhaka (for kind information).
10. Office copy/Master copy.