



Sher-e-Bangla Agricultural University
Sher-e-Bangla nagar, Dhaka 1207
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Website: www.sau.edu.bd

Director (Ict cell)

Record Number: 37.01.2605.000.040.08.0002.23.5

Date: 07 Oct 2026

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 **Mansura Begum**, Assistant Director, Audit cell, Sher-e-Bangla Agricultural University, Dhaka-1207, Bangladesh for a period of 15 (fifteen) days, i.e. from 14 October, 2026 to 29 October 2026 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 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.

07-10-2026

Md. Nazrul Islam

Registrar (Current duty)

E-mail : registrar@sau.edu.bd

Record Number: 37.01.2605.000.040.08.0002.23.5/1 (11)

Date: 07 Oct 2026

Copy for Kind Information and Necessary Action (Not in the order of seniority):

1. Foreign Exchange Division, Bangladesh Bank, Dhaka..
2. High Commission/Embassy of Saudia Arabia, Dhaka, Bangladesh.
3. Bangladesh High Commission/, Embassy of Saudia Arabia.
4. Deputy Registrar, Establishment-2, Sher-e-Bangla Agricultural University.
5. Deputy Director (Audit), Audit Cell, Sher-e-Bangla Agricultural University.
6. Deputy Registrar/P. S., Office of the Vice-Chancellor, Sher-e-Bangla Agricultural University.
7. Officer in-Charge, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh..
8. Deputy Registrar, Office of the Registrar, Sher-e-Bangla Agricultural University.
9. Mansura Begum, Asssistant Director, Audit cell, Sher-e-Bangla Agricultural University.
10. Assistant Registrar, Office of the Pro Vice-Chancellor, Sher-e-Bangla Agricultural University.
11. Office, Copy.