



Memo no. SAU/A/O-212/Admin./2014- 2830

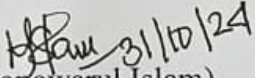
Date: 31 October, 2024

Office Order

The undersigned is directed to convey the sanction in favour of **Sheikh Rezaul Karim**, Registrar, Sher-e-Bangla Agricultural University (SAU), Dhaka-1207 Bangladesh travelling to the Finland/Sweden/Austria/Switzerland/Italy from 01-11-2024 to 09-11-2024 or from the commencement of the travel for 09 (nine) days for personal & family issues under the following terms and conditions:

- (a) All expenses relating to this travel shall be borne by him. There will be no financial involvement to the Government of Bangladesh or of the University;
- (b) He will draw his usual pay and allowances in local currency;
- (c) He shall report back to office on completion of the travel as mentioned above;
- (d) In the absence of Registrar, **Professor Dr. Md. Rashedul Islam**, Director (Students Affairs) shall carry out the routine functions of Registrar.
- (e) His wife **Rexona Jahan** (Passport no: A04007530) will accompany with him in this travel.

This has the concurrence of the Vice-Chancellor of Sher-e-Bangla Agricultural University.


(Md. Monowarul Islam)
Deputy Registrar (Establishment-2)
Registrar Office, SAU
Phone: 44814006

Copy for kind Information and Necessary action (Not according to seniority):

1. High Commission/Embassy of Finland/Sweden/Austria/Switzerland/Italy, Dhaka Bangladesh.
2. Bangladesh High Commission/Embassy of Finland/Sweden/Austria/Switzerland/Italy.
3. Sheikh Rezaul Karim, Registrar, SAU.
4. Professor Dr. Md. Rashedul Islam, Director (Students Affairs), SAU.
5. Director (Finance & Accounts), SAU.
- ✓ 6. Director (ICT), SAU, Dhaka (for kind website upload).
7. Officer in Charge, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh.
8. Deputy Registrar (Establishment-1/Establishment-2/Academic/Council), SAU.
9. PS to VC, Office of the Vice Chancellor, SAU (for VC's kind information).
10. PA/PS to Pro-VC/Treasurer/Registrar, SAU (for Pro-VC/Treasurer/ Registrar's kind information).
11. Office copy/Master copy.