



No. 360 / IBA/ 2009-10/2022

September 21, 2022

Dr. Melita Mehjabeen  
Professor  
Institute of Business Administration  
University of Dhaka  
Dhaka-1000

Dear Dr. Mehjabeen :

With reference to your application dated September 14, 2022, this is to inform you that you have been granted earned leave of 04 days from October 06, 2022 to October 09, 2022 with permission to prefix September 30, 2022 to October 05, 2022 (university vacation) by the Honorable Vice-Chancellor, University of Dhaka for going to Malaysia for personal reasons.

It may be mentioned that the University of Dhaka or the Government of the People's Republic of Bangladesh will not bear any expense in local or foreign currency for the above purpose.

I am also informing you that as authorized under Prime Minister Secretariat's Office Letter No. 03.069.025.06.00.003.2011-114(500) dated 19-06-2011 the Vice-Chancellor has permitted you to leave the station and go to Malaysia for the above purpose and stay there for the period mentioned above.

Sincerely,

-Sd-

Professor Mohammad A. Momen  
Director

Copy forwarded for information and necessary action to:

1. The Secretary, Ministry of Education, Government of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka
2. The Secretary, Ministry of Establishment, Government of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka
3. The Director General, Immigration and Passport, Govt. of the People's Republic of Bangladesh
4. The Registrar, University of Dhaka
5. The Director of Accounts, University of Dhaka
6. The Director ICT (Information & Communications Technology) University of Dhaka.
7. Personal File.

Professor Mohammad A. Momen  
Director