

Office of the Registrar
University of Dhaka
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রেজিস্ট্রারের অফিস
ঢাকা বিশ্ববিদ্যালয়
ঢাকা-১০০০, বাংলাদেশ
ফোন : ৯৬৭০৫৩১,
৯৬৬১৯০০/৪০২০ (অফিস)
ফ্যাক্স : ৮৮-০২-৫৫১৬৭৮১০

No. Reg./Admin-1/.....

Dated: _____ /1830
/2024

Mr. Swarup Saha
Assistant Professor
Institute of Business Administration
University of Dhaka

Dear Sir,

With reference to your application dated 18.03.2024, I am directed to inform you that you have been granted earned leave from 18.04.2024 to 27.04.2024 with permission to affix weekly holidays & Eid-ul-Fitre holidays of the University from 05.04.2024 to 17.04.2024 with the leave to enable you to go to India for your wife's medical check-up.

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 this purpose.

I am directed to inform you further that as authorized under Prime Minister Secretariat's Office letter No.03.069.026.06.00.003.2011-144(500) dated 19-06-2011 the Vice-Chancellor has permitted you to leave the station and to go to India for the above purpose and stay there for the period mentioned above.

Yours faithfully,

Sd./-

G M Mizanur Rohman
Deputy Registrar (Admin-1)
University of Dhaka

Memo No Admin-1/86826-81

Dated: 25/03 /2024

Copy forwarded for information & necessary action to:

1. The Secretary, Ministry of Public Administration, Govt. of the People's Republic of Bangladesh, Dhaka.
2. The Secretary, Ministry of Education, Govt. of the People's Republic of Bangladesh, Dhaka.
3. The Director General, Immigration & Passport, Govt. of the People's Republic of Bangladesh, Dhaka.
4. The Director, Institute of Business Administration, D.U.
5. The Director, ICT Cell, D.U.
6. The Director of Accounts, D.U.

G M Mizanur Rohman
Deputy Registrar (Admin-1)
University of Dhaka