

Office of the Registrar
University of Dhaka
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রেজিস্ট্রারের অফিস
ঢাকা বিশ্ববিদ্যালয়
ঢাকা-১০০০, বাংলাদেশ
ফোন : ৯৬৭০৫৩১ (অফিস)
ফ্যাক্স : ৮৮০-২-৫৫১৬৭৮১০

No. Reg. Admn-1/

তারিখঃ ০৩-০১-১৪৩০ বঙ্গাব্দ
16.04.2023 খ্রিস্টাব্দ

Professor Mohammad A. Momen
Director
Institute of Business Administration
University of Dhaka

Dear Sir,

With reference to your application dated 09.4.2023, I am directed to inform you that you have been granted earned leave from 26.4.2023 to 29.4.2023 with permission to affix Eid-ul Fitr holidays of the University from 21.4.2023 to 25.4.2023 with the leave to enable you to go to Malaysia and Singapore for Medical check-up.

During the period of your above leave Professor Shakhil Huda, Institute of Business Administration will remain in-charge of the Institute.

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.03.069.025.06.00.003.2011-144 (500) dated 19-06-2011 the Vice-Chancellor has permitted you to leave the station and go to Malaysia and Singapore for the above purpose and stay there for the period mentioned above.

"You are requested to keep in mind the COVID-19 Pandemic challenges, regulations and obligations."

Yours faithfully,

G M Mizanur Rohman
Principal Administrative Officer (Admn.-1)
University of Dhaka

Memo No Admn.-1/

75282-88

Dated 16.04.2023

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. Professor Shakhil Huda, Institute of Business Administration, D. U.
6. The Director of Accounts, D. U.
7. The Director of ICT cell, D.U.

G M Mizanur Rohman
Principal Administrative Officer (Admn.-1)
University of Dhaka