

12/11/23, 21-11-23

Office of the Registrar

University of Dhaka

Dhaka-1000, Bangladesh

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Fax 880-2-55167810, E-mail: registrar@du.ac.bd

No. Reg. Admn-1/38199



রেজিস্ট্রারের অফিস

ঢাকা বিশ্ববিদ্যালয়

ঢাকা-১০০০, বাংলাদেশ

ফোন : ৯৬৭০৫৩১(অফিস)

ফ্যাক্স : ৮৮০-২-৫৫১৬৭৮১০

তারিখ: ০৬-০৮-১৪৩০ বঙ্গাব্দ
21.11.2023 খ্রিস্টাব্দ

Mr. Mohammad Saif Noman Khan
Associate Professor
Institute of Business Administration
University of Dhaka

Dear Sir,

With reference to your application dated 15.11.2023, I am directed to inform you that you have been granted earned leave from 01.01.2024 to 09.01.2024 with permission to affix winter vacation of the university from 14.12.2023 to 31.12.2023 with the leave to enable you to go to USA for family matter.

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 USA for the above purpose and stay there for the period mentioned above.

Yours faithfully,

Sd.-

Deputy Registrar (Admn.-1)
University of Dhaka

Memo No Admn.-1/ 38200-05

Dated 21.11.2023

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. The Director of ICT cell, D.U.
6. The Director of Accounts, D. U.

Deputy Registrar (Admn.-1)
University of Dhaka