Dhaka University of Engineering & Technology, Gazipur
Gazipur-1707

Phone (Off.): 49274003, Phone IP (D): 09666-328005, IP (L): 1005, Fax: 02-49274001-02, Email: reg_duet@duet.ac.bd, web: www.duet.ac.bd

Memo No.-DUET/1P/Admin/Per./425/06/Part-1/ 3391 Date : 25/11/2026

Office Order

The undersigned is directed to convey the approval in favour of the following teacher of this university has been granted earned leave (ex-Bangladesh) under the following terms and conditions mentioned at para two:-

Name, Designation and Address	Name of the Country	Purpose of visit	Granted Leave
Professor Dr. Md. Abdul Hannan Department of Textile Engineering Dhaka University of Engineering & Technology, Gazipur. Passport Number : A04220517	Australia	Personal Reason	01/12/2026 to 29/12/2026 (29 days)

02. Terms and Conditions:-

(a) He will not stay abroad more than the period granted for the purpose;
(b) All related expenses of this visit will be borne by himself;
(c) He will draw his usual pay and allowances from Bangladesh in local currency. No part of it should be drawn in foreign currency;
(d) There will be no financial involvement of the Government of Bangladesh or the university regarding this travel;
(e) He must inform his controlling authority before leaving the country;
(f) The provision of Rule-34 of Appendix-viii, B.S.R (Part-1) will be applicable in connection of his travel.
(g) He will submit the joining report along with the photocopy of his passport mentioning the arrival and departure date.

03. This order is issued with the approval of the competent authority.

25 NOV 2026

(Prof. Dr. Md. Mostaqur Rahman)
Registrar (Additional Charge)
Phone: 49274003 (Office)

Memo No.-DUET/1P/Admin/Per./425/06/Part-1/ 3391 Date : 25/11/2026

Copy: For kind information and necessary action (Not according to seniority) –

01. PS to VC (For kind information of the honorable Vice-Chancellor, DUET, Gazipur);
02. PS to Pro-VC (For kind information of the honorable Pro-VC, DUET, Gazipur);
03. Senior Secretary/Secretary-Public Administration/Public Security Division/Security Services Division, Ministry of Home Affairs/Secondary and Higher Education Division/Ministry of Foreign Affairs, Bangladesh Secretariat, Dhaka;
04. H.E Bangladesh High Commission, 57 Culgoa Circuit, O'Malley ACT 2606, Australia;
05. H.E Australian High Commission, 184, Gulshan Avenue, Gulshan, Dhaka-1212;
06. Director General, Department of Immigration & Passports, Agargaon, Dhaka;
07. Executive Director, CAAB, Hazrat Shah Jalal International Airport, Dhaka;
08. Director, Foreign Currency Control Cell, Bangladesh Bank, Dhaka;
09. Dean, Faculty of Mechanical Engineering, DUET, Gazipur;
10. Head, Department of Textile Engineering, DUET, Gazipur;
11. Professor Dr. Md. Abdul Hannan, Department of Textile Engineering, DUET, Gazipur;
12. Director, Computer Center (To take necessary steps to publish the university's website);
13. Compotroller (Additional Charge), DUET, Gazipur;
14. Personal File/Guard File.

25/11/2026

(Md. Mofizur Rahman)
Additional Registrar
Phone: 49274034-53 extended -1009 (office)
Cell : 01741494420
E-mail : mofizur@duet.ac.bd