



Dhaka University of Engineering & Technology, Gazipur
Gazipur-1707

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Memo No.-DUET/Admin/Person/52/2002/2166

Date : 03/12/2024

Office Order

On the approval of the Vice-Chancellor, the undersigned is directed to convey the sanction in favour of Mrs. Neher Akter, Senior Executive Instrument Engineer in the Engineering office of this University has been allowed to visit Kingdom of Saudi Arabia (KSA) due to perform the holy Umrah from 10 December, 2024 to 08 January, 2025. In this regard there will be no financial implication in the local or foreign currencies of the University or the People's Republic of Bangladesh.

2. This order has been issued as per the power given in the the Prime Minister's Office vide memo No 03.069.025.06.00.003.20011-144 (500); Date: 19/06/2011.



03 DEC 2024

(Prof. Dr. Md. Abu Taiyab)
Registrar (Additional Charge)
Phone: 49274003 (Office)
Date : 03/12/2024

Memo No.-DUET/Admin/Person/52/2002/2166

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. APS to Pro-VC (For kind information of the honorable Pro-VC, DUET, Gazipur);
03. Senior Secretary/Secretary-PublicAdministration/Home/Secondary and Higher Education Division/Ministry of Foreign Affairs, Bangladesh Secretariat, Dhaka;
04. Embassy of the People's Republic of Bangladesh, Sulaimania Al-Waroud Quarters North of Aruba Street, Riyadh, Saudi Arabia, P.O.Box-94395, Riyadh-11693;
05. Royal Embassy of Saudi Arabia, House # 5 (NE) L, Road # 83, Gulshan # 2, Dhaka;
06. Director General, Department of Immigration & Passports, Agargaon, Dhaka;
07. Director, CAAB, Hazrat Shah Jalal International Airport, Dhaka;
08. General Manager, Foreign Currency Control Cell, Bangladesh Bank, Dhaka;
09. Director, Computer Center (To take necessary steps to publish the university's website);
10. Comptroller (Additional Charge), Comptroller Office, DUET, Gazipur;
11. Additional Compotroller (Current Charge), Audit Cell, DUET, Gazipur;
12. Mr. Neher Akter, Senior Executive Instrument Engineer, Engineering office, DUET, Gazipur;
13. Personal File/Guard Files



03.12.2024

(Abdullah Al Mahmood)
Deputy Registrar
Establishment Section
Phone: 49274034-53 Ext.-1111 (office)
Cell : 01916756602.
E-mail : abdullah@duet.ac.bd.