



Dhaka University of Engineering & Technology, Gazipur
Gazipur-1707

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Memo No.-DUET/Admin/Per./724/15/2276

Date : 12/12/2024

Office Order

Substitute of the same number and date.

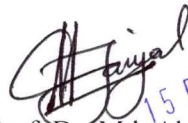
The under signed is directed to convey the sanction in favour of the following officer of this university has been granted earned leave (ex-Bangladesh) under the following terms and conditions mentioned at para 02:-

Name, Designation and Address	Name of the Country	Purpose of visit	Granted Leave
Mr. Md. Mukaddes Billah Instrument Engineer Dept. of Textile Engineering Dhaka University of Engineering & Technology, Gazipur.	India	For his sister's physical treatment.	16/12/2024 to 23/12/2025 (08 days)

02. Terms and Conditions:-

- He will not stay abroad more than the period granted for the purpose;
- All related expenses of this visit will be borne by himself;
- He will draw his usual pay and allowances from Bangladesh in local currency. No part of it should be drawn in foreign currency;
- There will be no financial involvement of the Government of Bangladesh or the university regarding this visit;
- He must inform his controlling authority before leaving the country;
- The provision of Rule-34 of Appendix-viii, B.S.R (Part-1) will be applicable in connection of his visit.
- 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.


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

Memo No.-DUET/Admin/Per./724/15/2276

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

- PS to VC (For kind information of the honorable Vice-Chancellor, DUET, Gazipur);
- PS to Pro-VC (For kind information of the honorable Pro-VC, DUET, Gazipur);
- 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;
- High Commission for the People's Republic of Bangladesh
EP-39, Dr. S. Radhakrishnan Marg, Chanakyapuri, New Delhi-100 021, India;
- High Commission of India, House # 2, Road # 142, Gulshan # 1, Dhaka;
- Director General, Department of Immigration & Passports, Agargaon, Dhaka;
- Executive Director, CAAB, Hazrat Shah Jalal International Airport, Dhaka;
- Director, Banapole Land Port, Bangladesh Land Port Authority, Sharsha, Jessore.
- Director, Foreign Currency Control Cell, Bangladesh Bank, Dhaka;
- Head, Department of Textile Engineering, DUET, Gazipur;
- Director, Computer Center (To take necessary steps to publish in the university's website);
- Comptroller (Additional Charge), DUET, Gazipur;
- Additional Comptroller (Current Charge), Audit Cell, DUET, Gazipur;
- Mr. Md. Mukaddes Billah, Instrument Engineer, Dept. of Textile Engineering, DUET, Gazipur;
- Personal File/Guard Files


15.12.2024
(Abdullah Al Mahmood)

Deputy Registrar, Establishment Section
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