



**Dhaka University of Engineering & Technology, Gazipur**  
Gazipur-1707

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Memo No.-37.01.3304.151.31.067.23/1617

Date : 03/10/2024

**Substitute of the same  
number and date**

**Office Order**

On the approval of the competent authority the undersigned is directed to convey the sanction in favour of Mrs. Sumaya Kazary, Assistant Professor in the Department of Computer Science and Engineering of this University to visit Kingdom of Saudi Arabia (KSA) due to perform the holy Umrah Hajj from October 28, 2024 to November 11, 2024 (During the Rest & Recreation Leave). 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 Prime Minister's Office order vide memo No 03.069.025.06.00.003.20011-144 (500); Date: 19/06/2011.

(Md. Mofizur Rahman)

Additional Registrar

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Cell: 01741494420

E-mail: mofizur@duet.ac.bd

Date : 03/10/2024

Memo No.-37.01.3304.151.31.067.23/1617

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

1. PS to VC [Dean, Faculty of ME (Academic, Administrative and Financial Incharge) for his kind information] DUET, Gazipur;
2. Senior Secretary/Secretary-PublicAdministration/Home/Secondary and Higher Education Division/Ministry of Foreign Affairs, Bangladesh Secretariat, Dhaka;
3. 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;
4. Royal Embassy of Saudi Arabia, House # 5 (NE) L, Road # 83, Gulshan # 2, Dhaka;
5. Director General, Department of Immigration & Passports, Agargaon, Dhaka;
6. Executive Director, CAAB, Hazrat Shah Jalal International Airport, Dhaka;
7. Director, Foreign Currency Control Cell, Bangladesh Bank, Dhaka;
8. Dean, Faculty of Electrical and Electronic Engineering, DUET, Gazipur;
9. Head, Department of Computer Science and Engineering, DUET, Gazipur;
10. Director, Computer Center (To take necessary steps to publish the university's website);
11. Comptroller (Incharge), Comptroller Office, DUET, Gazipur;
12. Additional Comptroller (Current Charge), Audit Cell, DUET, Gazipur;
13. Mrs. Sumaya Kazary, Assistant Professor, Department of Computer Science and Engineering, DUET, Gazipur;
14. Personal File/Guard Files.

(Mohammad Zahid Alam)

Section Officer

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