



# Dhaka University of Engineering & Technology, Gazipur

Gazipur-1707.

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Memo No.-DUET/Admin/Per./1095/23/ 2409

Date : 31/12/2024

## Office Order

The under signed is directed to convey the sanction in favour of the following teacher of this university has been granted Leave on duty under the following terms and conditions mentioned at Para 02:

Name, Designation and Address	Name of the Country	Purpose	Granted Leave
Ms. Prianka Mondal, Lecturer, Department of Physics Dhaka University of Engineering & Technology, Gazipur.	Italy	22nd International Workshop on Computational Physics and Materials Science: Total Energy and Force Methods	07/01/2025 to 12/01/2025 06 days (Leave on Duty)

### 02. Terms and Conditions:

- She will not stay abroad more than the period granted for the purpose;
- All related expenses of this visit will be borne by herself;
- She will draw her 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;
- She must inform her 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 her visit.
- She will submit the joining report along with the photocopy of her 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 : 31/12/2024

Memo No.-DUET/Admin/Per./1095/23/ 2409

### 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;
- H.E Bangladesh High Commission, Via dell'Antartide, 00144, EUR, Rome, Italy;
- H.E High Commission of Italy, Bay's Edgewater, NE (N) 12 North Avenue, 3rd Floor, Gulshan 2, Dhaka 1212;
- Director General, Department of Immigration & Passports, Agargaon, Dhaka;
- Executive Director, CAAB, Hazrat Shah Jalal International Airport, Dhaka;
- Director, Foreign Currency Control Cell, Bangladesh Bank, Dhaka;
- Dean, Faculty of Science, DUET, Gazipur;
- Head, Department of Physics, DUET, Gazipur;
- Director, Computer Center (To take necessary steps to publish the university's website);
- Comptroller (Additional Charge), DUET, Gazipur;
- Additional Comptroller (Current Charge), Audit Cell, DUET, Gazipur;
- Ms. Prianka Mondal, Lecturers, Department of Physics
- Personal File/Guard Files

(Md. Mofizur Rahman)  
Additional Registrar

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