



Dhaka University of Engineering & Technology, Gazipur
Gazipur-1707

Phone (Off.): 49274003, PABX: 49274034-53 Extion: 1101, Fax: 02-49274001-02, Email: reg_duet@duet.ac.bd, web: www.duet.ac.bd

Memo No.-DUET/1P/Admin/Per./325/2000/1840

Date : 29/06/2025

Office Order

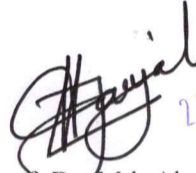
The under signed is directed to convey the sanction in favour of the following teacher of this university has been granted earned leave (ex-Bangladesh) under the following terms and conditions mentioned at para two:-

Name, Designation and Address	Name of the Country	Purpose of visit	Granted Leave
Professor Md. Khaled Khalil Department of Mechanical Engineering Dhaka University of Engineering & Technology, Gazipur.	USA & Canada	Personal Reason	14/07/2025 to 02/09/2025 (51 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 travel;
- 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 travel.
- 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.

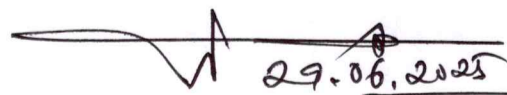

29 JUN 2025

(Prof. Dr. Md. Abu Taiyab)
Registrar (Additional Charge)
Phone: 49274003 (Office)
Date : 29/06/2025

Memo No.-DUET/1P/Admin/Per./325/2000/1840

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, 3510 International Drive, NW, Washington DC 20008, USA;
- H.E. Embassy of United State of America, Madani Avenue, Baridhara, Dhaka;
- High Commission for the People's Republic of Bangladesh, 350 Sparks Street Suite # 1100, Ottawa, ON K1R 7S8, Canada;
- High Commission of Canada in Bangladesh, Diplomatic Zone, United Nations Rd, 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 Mechanical Engineering, DUET, Gazipur;
- Head, Department of Mechanical Engineering, DUET, Gazipur;
- Professor Md. Khaled Khalil, Department of Mechanical Engineering, 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;
- Personal File/Guard Files.


29.06.2025

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