



**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/Admin/Per./1114/24/ 3757

Date : 26/11/2025

**Office Order**

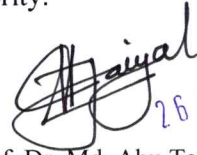
The undersigned is directed to convey the sanction in favour of the following teacher of this university has been granted Leave on duty & Extraordinary Leave without Pay under the following terms and conditions mentioned at paragraph 02:

Name, Designation and Address	Name of the Country	Purpose of visit	Granted Leave
Mr. Aqib Mohammad Nibir Lecturer, Department of Architecture Dhaka University of Engineering & Technology, Gazipur. Passport No: A13520622	Srilanka	"18 <sup>th</sup> FARU International Research Conference 2024", University of Moratuwa, Katubedda	December 04-07, 2025 (Leave on Duty) & December 08-13, 2025 (Extraordinary Leave without Pay)

**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.

  
26 NOV 2025

(Prof. Dr. Md. Abu Taiyab)  
Registrar (Additional Charge)  
Phone: 49274003 (Office)  
Date : 26/11/2025

Memo No.-DUET/Admin/Per./1114/24/ 3757

**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, No 03, Gregorys Road, Colombo 00007, Colombo, Srilanka;
- H.E Srilankan High Commission, House No. 10, Road No. 62, Gulshan -2, Dhaka 1212, Banglades;
- 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 Civil Engineering, DUET, Gazipur;
- Head, Department of Architecture, 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;
- Mr. Aqib Mohammad Nibir, Lecturer, Dept. of Architecture, DUET, Gazipur;
- Personal File/Guard Files.

  
26.11.2025

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