Dhaka University of Engineering & Technology, Gazipur
Gazipur-1707

Phone (Off.): 49274003, Phone IP (D): 09666-328005, IP (L): 1005, Fax: 02-49274001-02, Email: reg_duet@duet.ac.bd, web: www.duet.ac.bd

Memo No.-DUET/Admin/Per./491/09/3323 Date : 23/11/2026

Office Order

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. Robiul Islam Senior Assistant Engineer (Drafting), Engineering Office Dhaka University of Engineering & Technology, Gazipur, Bangladesh. Passport Number : A22902455	India	For his son's medical treatment	24/11/2026 to 23/12/2026 (30 days)

02. Terms and Conditions:-

(a) He will not stay abroad more than the period granted for the purpose;
(b) All related expenses of this visit will be borne by himself;
(c) He will draw his usual pay and allowances from Bangladesh in local currency. No part of it should be drawn in foreign currency;
(d) There will be no financial involvement of the Government of Bangladesh or the university regarding this travel;
(e) He must inform his controlling authority before leaving the country;
(f) The provision of Rule-34 of Appendix-viii, B.S.R (Part-1) will be applicable in connection of his travel.
(g) He will submit the joining report along with the photocopy of his passport mentioning the arrival and departure date.

03. His son Mr. Abdullah Al Mubin (Passport No. A22835713) will accompany with him.
04. His wife Mrs. Sonia Akter (Passport No. A22833241) will accompany with him.

05. This order is issued with the approval of the Vice-Chancellor of this university.

23/11/26
(Prof. Dr. Md. Mostaqur Rahman)
Registrar (Additional Charge)
Phone: 49274003 (Office)

Memo No.-DUET/Admin/Per./491/09/3323 Date : 23/11/2026

Copy: For kind information and necessary action (Not in order of seniority) –

01. PS to VC (For kind information of the Vice-Chancellor, DUET, Gazipur);
02. APS to Pro-VC (For kind information of the Pro-VC, DUET, Gazipur);
03. 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;
04. High Commission for the People's Republic of Bangladesh EP-39, Dr. S. Radhakrishnan Marg, Chanakyapuri, New Delhi-100 021, India;
05. High Commission of India, House # 2, Road # 142, Gulshan # 1, Dhaka;
06. Director General, Department of Immigration & Passports, Agargaon, Dhaka;
07. Executive Director, CAAB, Hazrat Shah Jalal International Airport, Dhaka;
08. Director, Foreign Currency Control Cell, Bangladesh Bank, Dhaka;
09. Chief Engineer, Engineering Office, DUET, Gazipur;
10. Director, Computer Center (To take necessary steps to publish in the university's website);
11. Compotroller, DUET, Gazipur;
12. Mr. Md. Robiul Islam, Senior Assistant Engineer (Drafting), Engineering Office, DUET, Gazipur;
13. Personal File/Guard File.

23.11.2026
(Abdullah Al Mahmood)
Deputy Registrar, Establishment Section
E-mail : abdullah@duet.ac.bd