



JnU/Admn-1 (670)/2016/4320

Date: 17 September, 2017

OFFICE ORDER

This is to notify that the Vice-Chancellor of Jagannath University has hereby granted leave to **Mr. Ali F M Razwan**, Assistant Professor, Department of Music, Jagannath University, Dhaka, Bangladesh for a period of 17 (seventeen) days, i.e. from 21 September, 2017 to 07 October, 2017 {21/09/2017 to 27/09/2017, 07 (seven) days for earned leave with full average pay & 28/09/2017 to 07/10/2017, 10 (ten) days on permission to station leave during the vacation of Durga puja, Muharram & Laxmi puja} to visit & stay in Malaysia & India on personal purpose.

The Jagannath University, Dhaka, Bangladesh, does not has any financial obligation in this regard.

This notification is issued as authorized by letter no. 03.069.025.06.00.003.2011-144(500) dated- 19.06.2011 of the office of the Prime Minister, Government of the People's Republic of Bangladesh.

(Engr. Md. Ohiduzzaman)
Registrar

Distributed to:

Mr. Ali F M Razwan, Assistant Professor, Department of Music, Jagannath University, Dhaka.

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Copy forwarded for information and necessary action to:

1. Secretary, Chancellor's Secretariat, Govt. of the People's Republic of Bangladesh, Dhaka.
2. Secretary, Ministry of Foreign Affairs, Government of the People's Republic of Bangladesh, Dhaka,
3. Secretary, Ministry of Education, Government of the People's Republic of Bangladesh, Dhaka.
4. Controller, Foreign Exchange Division, Bangladesh Bank, Dhaka.
5. Director General, Immigration & Passport, Government of the People's Republic of Bangladesh, Dhaka.
6. Chairman, Department of Music, Jagannath University, Dhaka.
7. Director, Public Relations, Information and Publication, Jagannath University, Dhaka.
8. Director (Networking & IT), Jagannath University, Dhaka.
9. Additional Director (Finance & Accounts), Jagannath University, Dhaka.
10. Visa Officer, High Commission/Embassy of Malaysia & India, Dhaka, Bangladesh.
11. Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka/Benapole, Jessore, Bangladesh.
12. Deputy Registrar & PS to VC, VC's Office, Jagannath University, Dhaka (For VC's kind information).
13. Assistant Director (Audit), Treasurer's Office, Jagannath University, Dhaka (For Treasurer's kind information).
14. Office Copy/Personal File/ Guard file.

(Mohammad Zahid Alam)
Deputy Registrar