



JnU/Admn-1(613)/2015/5261


Date: 06 December, 2016

**OFFICE ORDER**

This is to notify that the Vice-Chancellor of Jagannath University has granted leave to **Rifat Rezowana Siddiqui**, Lecturer, Department of English, Jagannath University, Dhaka, Bangladesh for a period of 15 (fifteen) days, i.e. from 22 December, 2016 to 05 January, 2017 {22/12/2016 to 31/12/2016, 10 (ten) days on permission to station leave during the winter vacation & 01/01/2017 to 05/01/2017, 05 (five) days for earned leave with full pay} to visit & stay in Thailand 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.

  
6.12.16  
(Engr. Md. Ohiduzzaman)  
Registrar

Distribution:

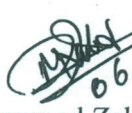
**Rifat Rezowana Siddiqui**, Lecturer, Department of English, Jagannath University, Dhaka.

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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. Controller, Foreign Exchange Division, Bangladesh Bank, Dhaka.
3. Dean, Faculty of Arts, Jagannath University, Dhaka.
4. Chairman, Department of English, Jagannath University, Dhaka.
5. Director (Finance & Accounts), Jagannath University, Dhaka.
6. Director (Network & IT), Jagannath University, Dhaka.
7. Visa Officer, High Commission/Embassy of Thailand, Dhaka, Bangladesh.
8. Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka.
9. Deputy Registrar & PS to VC, VC's Office, Jagannath University, Dhaka (For VC's kind information).
10. Assistant Director (Audit), Treasurer's Office, Jagannath University, Dhaka (For Treasurer's kind information).
11. Office Copy/Personal File.
12. Guard file.

  
06.12.16  
(Mohammad Zahid Alam)  
Deputy Registrar