



JnU/Admn-2(120)/2013/3112

Date: 13 June, 2016

OFFICE ORDER

This is to notify that the Vice-Chancellor of Jagannath University has granted leave to **Mr. Muhammad Rashed Kazi** working as a Section Officer (Grade-1) in the Office of the Registrar, Jagannath University, Dhaka, Bangladesh to visit & stay in Malaysia, Indonesia and Singapore, on personal purpose for a period of 11 (Eleven) days, i.e. from 08 July, 2016 to 18 July, 2016 {17/07/2016 to 18/07/2016, 02 (Two) days as earned leave with full pay & 08/07/2016 to 16/07/2016, 09 (Nine) days as permission to station leave during the vacation of weekly holidays; holy Ramadan and Eid-ul-Fitar}.

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

Distribution:

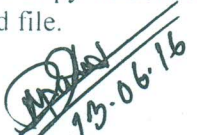
Mr. Muhammad Rashed Kazi, Section Officer (Grade-1), Office of the Registrar, Jagannath University, Dhaka;

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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. Director General, Immigration & Passport, Govt. of the People's Republic of Bangladesh, Dhaka.
4. Director (Finance & Accounts), Jagannath University, Dhaka.
5. Director (Networking & IT), Jagannath University, Dhaka;
6. Visa Officer, High Commission/Embassy of Malaysia, Indonesia and Singapore / Dhaka, Bangladesh.
7. Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka Bangladesh.
8. Deputy Registrar & PS to VC, Office of the Vice chancellor, Jagannath University, Dhaka (For VC's kind information).
9. Assistant Director (Audit), Office of the Treasurer, Jagannath University, Dhaka (For Treasurer's kind information).
10. Office Copy/Personal File.
11. Guard file.


(Mohammad Zahid Alam)
Deputy Registrar