



JnU/Admin-1(540)/2013/Part-01/ 10155

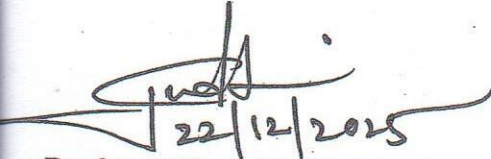
Date: 22 December, 2025

**OFFICE ORDER**

This is to notify that the Vice-Chancellor of the Jagannath University has hereby granted earned leave with full average pay to **Dr. Anima Roy**, Associate Professor, Department of Music, Jagannath University, Dhaka, Bangladesh, for a period of 11 (eleven) days, i.e. from 29 December, 2025 to 08 January, 2026 to visit and stay in Srilanka on personal purpose.

The Jagannath University, Dhaka, Bangladesh, does not have 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.

  
22/12/2025

**Professor Dr. Md. Sheikh Giash Uddin**  
Registrar (In charge)

Distributed to:


**Dr. Anima Roy**, Associate Professor, Department of Music, Jagannath University, Dhaka.

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Date: 22 December, 2025

**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, Govt. of the People's Republic of Bangladesh, Dhaka.
3. Controller, Foreign Exchange Division, Bangladesh Bank, Dhaka.
4. Director General, Immigration & Passport, Govt. of the People's Republic of Bangladesh, Dhaka.
5. Dean, Faculty of Arts, Jagannath University, Dhaka.
6. Chairman, Department of Music, Jagannath University, Dhaka.
7. Director (Finance & Accounts), Jagannath University, Dhaka.
8. Director (ICT Cell), Jagannath University, Dhaka (*Request for upload to the JnU website*).
9. Visa Officer, High Commission/Embassy of Srilanka, Dhaka, Bangladesh.
10. Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh.
11. Deputy Registrar/PS to VC, Office of the Vice-Chancellor, Jagannath University, Dhaka (*for VC's kind information*).
12. Deputy Registrar, Office of the Treasurer, Jagannath University, Dhaka (*for Treasurer's kind information*).
13. Office Copy/Personal File/Guard File.

  
22.12.2025  
**(A T M Shafiqur Rahman)**  
Deputy Registrar