



Ref: JnU/Admn-1(143)/2009/Part-1/ 3153

Date:..... ২২ July, 2019

OFFICE ORDER

This is to notify that the Vice-Chancellor of the Jagannath University has hereby granted leave to **Professor Dr. Helena Ferdousi**, Department of Mass Communication and Journalism, Jagannath University, Dhaka, Bangladesh, for a period of 15 (fifteen) days, i.e. from 24 July, 2019 to 07 August, 2019 {24/07/2019 to 06/08/2019, 14 (fourteen) days on earned leave with full average pay and 07/08/2019, 01 (one) day on permission to station leave during the vacation of Eid-ul-Adha} to visit and stay in Bhutan & 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:

Professor Dr. Helena Ferdousi, Department of Mass Communication and Journalism, 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, 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 Social Sciences, Jagannath University, Dhaka.
6. Chairman, Department of Mass Communication and Journalism, Jagannath University, Dhaka.
7. Director (Finance & Accounts), Jagannath University, Dhaka.
8. Director, Public Relations, Information and Publication Office, Jagannath University, Dhaka.
9. Director, Networking & IT, Jagannath University, Dhaka.
10. Visa Officer, High Commission/Embassy of Bhutan/India, Dhaka, Bangladesh.
11. Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka/Benapole/Jashore/Gede (Rail), Darshana, Bangladesh.
12. Deputy Registrar & PS to VC, Office of the Vice-Chancellor, Jagannath University, Dhaka (for VC's kind information).
13. Deputy Registrar, General Administration, Registrar Office, Jagannath University, Dhaka.
14. Assistant Director (Audit), Office of the Treasurer, Jagannath University, Dhaka (for Treasurer's kind formation).
15. Office Copy/Personal File/Guard File.


(Mohammad Zahid Alam)

Deputy Registrar