



Ref: JnU/Admn-3(253)/2023/ 206

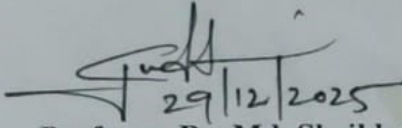
Date: 29 December, 2025

**OFFICE ORDER**

This is to notify that the Vice-Chancellor of the Jagannath University has hereby granted earned leave with full average pay to **Rekha Rani De**, Office Assistant-Cum-Computer typist, Department of the Physics, Jagannath University, Dhaka for a period of 21 (twenty one) days i.e. from 31 December 2025 to 20 January 2026 to visit and stay in India for her treatment.

The Jagannath University 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.

  
29/12/2025

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

**Distribution:**

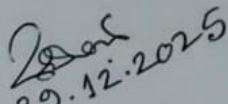
**Rekha Rani De**, Office Assistant-Cum-Computer typist, Department of the Physics, Jagannath University, Dhaka.

JnU/Admn-3(253)/2023/ 206

29 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 Secretary, Ministry of Education, Govt. of the People's Republic of Bangladesh, Dhaka;
- 4 Controller, Foreign Exchange Division, Bangladesh Bank, Dhaka;
- 5 Director General, Immigration & Passport, Govt. of the People's Republic of Bangladesh, Dhaka;
- 6 Chairman, Department of the Physics, Jagannath University, Dhaka;
- 7 Director (Finance & Accounts), Jagannath University, Dhaka;
- 8 Director (ICT Cell), Jagannath University, Dhaka;
- 9 Visa Officer, High Commission/Embassy of India in Dhaka, Bangladesh;
- 10 Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka/Benapole/Jashore/Darshana/Tamabil, Sylhet/Akhaura/B.Barria/L.almonirhat/Banglabandha/Panchagarh, Bangladesh;
- 11 Deputy Registrar/PS to VC, Office of the Vice chancellor, Jagannath University, Dhaka (For VC's kind in formation);
- 12 Deputy Registrar, Office of the Treasurer, Jagannath University, Dhaka (For Treasurer's kind information);
- 13 Office Copy/Personal File.

  
29.12.2025  
**Kamrul Haq**  
Deputy Registrar