



InU/Admin-1(150)/2010/Part file-01/279

Date: 17 May, 2026

OFFICE ORDER

This is to notify that the Vice-Chancellor of the Jagannath University has hereby granted leave to **Laisa Ahmed Lisa**, PhD, Department of Biochemistry and Molecular Biology, Jagannath University, Dhaka, Bangladesh, for a period of 20 (twenty) days, i.e. from 05 June, 2026 to 24 June, 2026 {05/06/2026 to 06/06/2026, 02 days permission to station leave during the vacation of weekly holidays and 07/06/2026 to 24/06/2026, 18 days on earned leave with full average pay} to visit and stay in United States of America (U.S.A) and Canada on personal purpose.

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.

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

Distributed to:

Laisa Ahmed Lisa, PhD, Department of Biochemistry and Molecular Biology, 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 Life & Earth Sciences, Jagannath University, Dhaka.
6. Chairman, Department of Biochemistry and Molecular Biology, Jagannath University, Dhaka.
7. Director (Finance & Accounts), Jagannath University, Dhaka.
8. Director (ICT Cell), Jagannath University, Dhaka (Request for upload to the InU website).
9. Visa Officer, High Commission/Embassy of USA & Canada, 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.

17.05.2026
(A T M Shafiqur Rahman)
Deputy Registrar