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JnU/Admin.-1(410)/2013/Part-01/1564

Date: 02 July, 2026

**OFFICE ORDER**

This is to notify that the Vice-Chancellor of the Jagannath University has hereby granted leave to **Dr. Md. Abdul Malak**, Associate Professor, Department of Geography and Environment, Jagannath University, Dhaka, Bangladesh, for a period of 04 (four) days, i.e. from 11 July, 2026 to 14 July, 2026 {11/07/2026, 01 (one) day on permission to station leave during the vacation of weekly holiday and 12/07/2026 to 14/07/2026, 03 (three) days on earned leave with full average pay} to visit and stay in Thailand for 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.

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

Distributed to:

**Dr. Md. Abdul Malak**, Associate Professor, Department of Geography and Environment, Jagannath University, Dhaka.

JnU/Admin.-1(410)/2013/Part-01/1564

Date: 02 July, 2026

**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 and Earth Sciences, Jagannath University, Dhaka.
6. Chairman, Department of Geography and Environment, 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 Thailand, 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.

(A. K. M. Abdullah Al Mamun)  
Deputy Registrar