



Ref : JnU/Admin-03(245)/2023/123

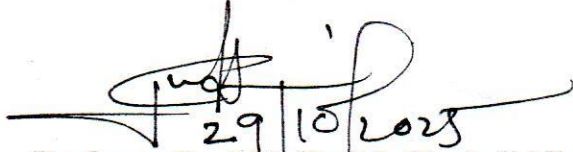
Date: 29 October, 2025

OFFICE ORDER

This is to notify that the Vice-Chancellor of the Jagannath University has hereby granted earned leave with full average pay to **Mr. Mohammad Moniruzzaman**, Office Secretary-Cum-Computer Operator, Office of the Finance & Accounts, Jagannath University, Dhaka, Bangladesh for a period of 62 (Sixty two) days, i.e. from 02 November, 2025 to 02 January, 2026 to visit and stay in America for family 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.


29/10/2025

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

Distributed to:

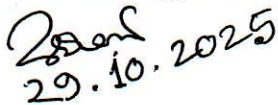
Mr. Mohammad Moniruzzaman, Office Secretary-Cum-Computer Operator, Office of the Finance & Accounts, Jagannath University, Dhaka.

JnU/Admin-03(245)/2023/123

Date: 29 October, 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. Director (Finance & Accounts), Jagannath University, Dhaka, Bangladesh;
- ✓ 7. Director, ICT Cell, Jagannath University, Dhaka;
8. Visa Officer, High Commission/Embassy in America, Dhaka, Bangladesh;
9. Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka Bangladesh;
10. Deputy Registrar/PS to VC, Office of the Vice Chancellor, Jagannath University, Dhaka (For VC's kind information);
11. Deputy Director (Audit), Office of the Treasurer, Jagannath University, Dhaka (For Treasurer's kind information);
12. Office Copy/Personal File;


29.10.2025

(Kamrul Haq)
Deputy Registrar

