



JnU/Admn-2(51)/2010/0375


Date: 02 March, 2023

## OFFICE ORDER

This is to notify that the Vice-Chancellor of Jagannath University has granted leave to **Mrs. Mantaha Moni**, *Deputy Director (Networking and IT)*, Office of the ICT Cell, Jagannath University, Dhaka, Bangladesh for a period of 19 (nineteen) days i.e. from 03 March, 2023 to 21 March 2023 {3-4 March, 2023 two days on weekly holyday, 5-19 March, 2023 fifteen days on rest and recreation leave and 20-21 March, 2023 two days on earned leave with full average pay} to visit Saudi Arabia for perform the Holy Omrah.

The Jagannath University, Dhaka, Bangladesh, has no 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.

  
2.3.23  
(Engr. Md. Ohiduzzaman)  
Registrar

### Distribution:

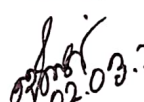
Mrs. Mantaha Moni, Deputy Director (Networking and IT), Office of the ICT Cell, Jagannath University, Dhaka

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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. Secretary, Ministry of Education, Govt. of the People's Republic of Bangladesh, Dhaka;
4. Comptroller, Foreign Exchange Division, Bangladesh Bank, Dhaka;
5. Director General, Directorate of Immigration and Passports, Govt. of the People's Republic of Bangladesh, Dhaka;
6. Director, Office of the Finance & Accounts, Jagannath University, Dhaka;
7. Director, ICT Cell, Jagannath University, Dhaka;
8. Visa Officer, Embassy of Saudi Arabia in 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;
13. Guard file.

  
02.03.2023  
(Abdul Halim)  
Deputy Controller of Examinations  
Establishment Section