

**Office of the Registrar
Jagannath University**

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রেজিস্ট্রার দপ্তর
জগন্নাথ বিশ্ববিদ্যালয়
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JnU/Admn-4(254)/2023/ 560

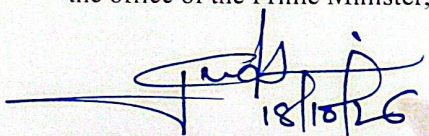
18 October, 2026

OFFICE ORDER

This is to notify that the Vice-Chancellor of the Jagannath University has hereby granted leave to Md. Mahmud Hasan has been employed as a Photocopy Machine Operator in the office of the Registrar, Jagannath University, Dhaka for a period of 09 (Nine) days i.e. from 20 October' 2026 to 28 October' 2026 {20/10/2026 to 25/10/2026, 06 (six) days on permission to station leave during the vacation of Durga puja, weekly holidays & Laxmi puja and 26/10/2026 to 28/10/2026, 03 (three) days on earned leave with full average pay} to visit and stay in Malaysia for his personal purpose.

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.


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

Distribution:

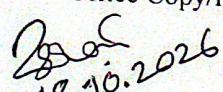
Md. Mahmud Hasan, Photocopy Machine Operator, office of the Registrar, Jagannath University, Dhaka.

JnU/Admn-4(254)/2023/ 560

18 October, 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 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;
- 7 Director (ICT Cell), Jagannath University, Dhaka;
- 8 Visa Officer, High Commission/Embassy of Malaysia 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 Registrar, Office of the Treasurer, Jagannath University, Dhaka (For Treasurer's kind information);
- 12 Office Copy/Personal File.


18.10.2026
Kamrul Haq
Deputy Registrar