



JnU/Admn-3(185)/2019/ 3409

Date: 06 August, 2019

### OFFICE ORDER

This is to notify that the Vice-Chancellor of the Jagannath University has hereby granted leave to **Khondaker Mohammad Matin**, Office Secretary-Cum-Computer Operator, Office of the Registrar, Jagannath University, Dhaka, Bangladesh for a period of 16 (sixteen) days, i.e. from 16 August, 2019 to 31 August, 2019 {16/08/2019 to 24/08/2019, 09 (nine) days on permission to station leave during the vacation, Eid-ul-Adha, Janmashtami & weekly holydays and 25/08/2019 to 31/08/2019 07 (seven) days earned leave with full average pay} to visit & stay in India 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.

*06.08.19*  
(Engr. Md. Ohiduzzaman)  
Registrar

#### Distribution:

Khondaker Mohammad Matin, Office Secretary-Cum-Computer Operator, Office of the Registrar, 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 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 (Networking & IT), Jagannath University, Dhaka;
- 8 Visa Officer, High Commission/Embassy of India in Dhaka, Bangladesh;
- 9 Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka/Benapole, Jashore/Rail Gede, Darshana/Tamabil/Akhaura, Sylhet/Burimari, Lalmonirhat/Banglabandh, Panchagarh, Bangladesh;
- 10 Deputy Registrar & PS to VC, Office of the Vice chancellor, Jagannath University, Dhaka (For VC's kind information);
- 11 Assistant Director (Audit), Office of the Treasurer, Jagannath University, Dhaka (For Treasurer's kind information);
- 12 Office Copy/Personal File;
- 13 Guard file.

*06.08.19*  
(Mohammad Zahid Alam)  
Deputy Registrar