

JnU/Admn-3(237)/2023/ 455

Date: 06 August, 2026

**OFFICE ORDER**

This is to notify that the Vice-Chancellor of the Jagannath University has hereby granted leave to **Salma pervin**, Office Secretary-Cum-Computer Operator, Office of the Registrar, Jagannath University, Dhaka for a period of 07 (Seven) days i.e. from 09 August 2026 to 15 August 2026 {09 to 13 August 2026, 05 (five) days on earned leave with full average pay and 14/08/2026 to 15/08/2026, 2 (two) days on permission to station leave during the weekly holidays} to visit and stay in India for her family 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.

06/08/2026

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

**Distribution:**

**Salma pervin, 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 (ICT Cell), 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/Darshana/  
Tamabil, Sylhet/Akhaura/B.Baria/Lalmonirhat/Banglabandha/Panchagarh, Bangladesh;
- 10 Deputy Registrar/PS to VC, Office of the Vice chancellor, Jagannath University, Dhaka (For VC's kind in format
- 11 Deputy Registrar, Office of the Treasurer, Jagannath University, Dhaka (For Treasurer's kind information)
- 12 Office Copy/Personal File.

28.08.2026

**Kamrul Haq**  
Deputy Registrar