Sher-e-Bangla Agricultural University
Sher-e-Bangla nagar, Dhaka 1207
Phone: +880244814020, Fax: +880244814003
Website: www.sau.edu.bd

Record Number: 37.01.2605.040.08.002.23.52 Date: 14 May 2024

Office Order

This is to notify that the Sher-e-Bangla Agricultural University (SAU) has granted Ex-Bangladesh leave (Earned leave with full pay) to Ruhul Amin Md. Rashed, Deputy Director, Planning, Development & Works Division, Sher-e-Bangla Agricultural University, Dhaka-1207, Bangladesh for a period of 61 (sixty one) days, i.e. from 01 May, 2024 to 30 June, 2024 or 61 (sixty one) days from the actual date of travel to stay and visit United States of America.

2. Terms & conditions related to the travel are as follows:
   a. All expenses and charges related to this visit will be borne by himself and there will be no financial involvement of government of Bangladesh or University in this regard;
   b. He will draw his usual pay and allowances in local currency;
   c. After visit he will join her respective office.

This has the concurrence of the Vice-Chancellor of Sher-e-Bangla Agricultural University.

14-05-2024
Sheikh Rezaul Karim
Registrar
registrar@sau.edu.bd

Distributed to:
Ruhul Amin Md. Rashed, Deputy Director, Planning, Development & Works Division, SAU, Dhaka-1207.

Record Number: 37.01.2605.040.08.002.23.52/1 (10) Date: 14 May 2024

Copy forwarded for information and necessary action to:
1. High Commission/Embassy of United States of America, Dhaka, Bangladesh;
2. Bangladesh High Commission/Embassy of United States of America;
3. Director (Finance & Accounts), SAU, Dhaka;
4. Director, Planning, Development & Works Division, SAU, Dhaka;
5. Director (ICT Cell), SAU, Dhaka (for kind website upload);
6. Officer in-Charge, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh;
7. Deputy Registrar-A, Administration & Establishment Section, SAU, Dhaka;
8. PS to VC, SAU, Dhaka (for VC's kind information);
9. PA to Pro-VC/ Treasurer/ Registrar, SAU, Dhaka, (for kind information) and
10. Personal File/Master File.