শেরেবাংলা কৃষি বিশ্ববিদ্যালয়
Sher-e-Bangla Agricultural University
Sher-e-Bangla Nagar, Dhaka-1207, Bangladesh

Memo no. SAU/Admin./A/O-299/2007- ৩০৩৩ Date: 14 -10-2025

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 **MAHMUDA AKHTER SHIRIN**, Senior Asssistant Farm Superintendent, Farm Management Wing, Sher-e-Bangla Agricultural University, Dhaka-1207, Bangladesh for a period of 15 (fifteen) days, i.e. from 16 October, 2025 to 30 October, 2025 or from the date of departure to stay & visit in Thailand. Terms & conditions for the travel are as follows:

Conditions:

a) All expenses and charges related to this visit will be borne by herself and there will be no financial involvement of the government of Bangladesh or University in this regard;
b) She will draw her usual pay and allowances in local currency;
c) After the visit, she will join her respective office.

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

14.10.25

(Sheikh Rezaul Karim)
Registrar
Phone: +8802-44814006

Distributed to:

MAHMUDA AKHTER SHIRIN, Senior Asssistant Farm Superintendent, Farm Management Wing, Dhaka-1207.

Memo no. SAU/Admin./A/O-299/2007- ৩০৩৩ Date: 14 -10-2025

Copy forwarded for information/necessary action to:

1. The High Commission/Embassy of Thailand, Dhaka, Bangladesh.
2. The Bangladesh High Commission/Embassy of Thailand.
3. Director (Finance & Accounts), SAU, Dhaka-1207, Bangladesh.
4. Chief Farm Superintendent, Farm Management Wing, Dhaka-1207.
5. Director (ICT Cell), SAU, Dhaka-1207, Bangladesh (for kind website upload).
6. Deputy Registrar (Admin.)-2, SAU, Dhaka.
7. Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh.
8. PS to VC, Office of the Vice Chancellor, SAU, Dhaka (for VC's kind information).
9. PA to Registrar, SAU, Dhaka (for kind information).
10. Office copy/Master copy.

MSlam 14/10/25

Md. Monowarul Islam
Deputy Registrar (Higher Scale)
Admin & Establishment-02, SAU, Dhaka