



Islamic Arabic University, Dhaka
Peoples' Republic of Bangladesh, Ministry of Education
www.iau.edu.bd

House No. 124, Road No. 3, West Dhanmondi, Bachila, Mohammadpur, Dhaka-1207

Memo No. – IAU/VC-1/Others/2016/2362

Date: 23.12.2016


ORDER

Bangladesh Leave is allowed under the following conditions for the country and time of the officer described below of education ministry the Islamic Arabic University, Dhaka.

Sl No.	Name Designation & Present Office	Country Name	Intention of Tour, Duration & Type of Leave
1	Dr. Mohammad Abu Hanifa Deputy Registrar Islamic Arabic University, Dhaka	India	For the purpose of visit of Historical place from the date of 25/12/2016 to 31/12/2016, 07 days or after transfer the responsibility of 07 days leave.

Conditions:

1. He Can't stay in foreign country extra time that he gate permitted.
2. He will inform to the authority after return to the country.
3. He will get salary & allowance by his country coin.
4. There will remain no financial transaction of the Government in this tour.
5. The tour expenditure have to show in the income tax description.



(Professor Dr. Mohammad Ahsan Ullah)
Vice-Chancellor,
Islamic Arabic University
02-55000273

Memo No. – IAU/VC-1/Others/2016/2362

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Copy has sent for realizing & observation:

1. Secretary, Foreign Ministry, Shegun Bagicha, Dhaka.
2. Director General, Passport & immigration Department, Agargaon, Dhaka.
3. Registrar, Islamic Arabic University, Dhaka.
4. Immigration Officer, immigration department, Hazrat Shahjalal International Airport, Dhaka/port/Benapole, Jessore/Burimari, Lalmonirhat
5. Accounts Officer, Finance and Accounts Branch, Islamic Arabic University, Dhaka.
6. I.C.T. Officer, ICT Branch, Islamic Arabic University, Dhaka.
7. Mr.....


(Professor Dr. Mohammad Ahsan Ullah)
Vice-Chancellor,
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