

REGISTRAR OFFICE

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**ISLAMIC ARABIC UNIVERSITY**

House -124/22, Block-A, Road-03
West Dhanmandi, Bashila, Mohammadpur, Dhaka-1231.

Memo No-iau/Reg./Admin/Personal/2019/ 11910

Date: 25-05-2023

OFFICE ORDER

The following officer of Islamic Arabic University, Under Ministry of Education, Govt. of The People's Republic of Bangladesh, is allowed to take ex-Bangladesh leave under the following conditions:

Sl. No	Name, Designation & Present office	Country Name	Purpose of Tour, Duration & Type of Leave
1	Mubassher Ali Bhuyan Assistant Programmer Islamic Arabic University	Kingdom of Saudi Arabia	For the purpose of performing the 'Holy Hajj' from 28/05/2023 to 11/07/2023 or 45 days after transferring the responsibility.

Conditions:

1. He will not stay in foreign country beyond approved period of time.
2. He will inform the authority after his return.
3. He will get his salary & allowance in local currency.
4. The tour expenditure should be shown in the income tax return.
5. Islamic Arabic University will not bear any expenditure in this regard.

By order of the Vice-chancellor

~~24.05.2023~~ 24.05.2023

(Dr. Muhammad Kamrul Islam)

Registrar

Islamic Arabic University

Mobile: 01705-408001

E-mail: iauregistr@gmail.com

Memo No-iau/Reg./Admin/Personal/2019/ 11910

Date: 25-05-2023

Copy forwarded for your kind information and necessary action to (Not as per seniority):

1. Secretary, Ministry of Foreign Affairs, Shegun Bagicha, Dhaka.
2. Director General, Passport & immigration Department, Agargoan, Dhaka.
3. PS to VC, Islamic Arabic University. Dhaka.(for his kind information)
4. Immigration officer, immigration Department, Hazrat Shajalal International Air port, Dhaka/Hazrat Shah Amanat International Airport, Chattogram.
5. Director (Finance & Accounts), Islamic Arabic University. Dhaka.
- ✓ 6. ICT Branch, Islamic Arabic University. Dhaka.
7. Mr. Mubassher Ali Bhuyan, Assistant Programmer
8. Office Copy

AD 24.5.23
(Dr. Md. Abu Hanifa)

Deputy Registrar

Islamic Arabic University