

REGISTRAR OFFICE

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**ISLAMIC ARABIC UNIVERSITY**

House -124/90/03, Block-B, Road-02
West Dhanmandi, Bashila, Mohammadpur, Dhaka-1231.

Ref: IAU/REGI./APPOINTMENT/PERSONAL/2015/02/ 11944

Date: 15/06/2023

OFFICE ORDER

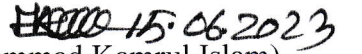
The following officer of Islamic Arabic University, under Ministry of Education, Govt. of The People's Republic of Bangladesh is allowed to take ex-Bangladesh leave under the following conditions:

Sl. No	Name, Designation & Present office	Country Name	Purpose of Tour, Duration & Type of Leave
1	Fahad Ahamad Momtazi Assistant Registrar Islamic Arabic University	Kingdom of Saudi Arabia	For the purpose of Performing "Holy Hajj" from the date of 20/06/2023 to 06/07/2023 or 17 (Seventeen) 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

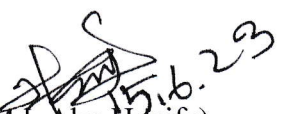

(Dr. Muhammad Kamrul Islam)
Registrar
Islamic Arabic University
Mobile: 01705-408004

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Date : 15/06/2023

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 Vice Chancellor, Islamic Arabic University, Dhaka (For his kind information).
4. PS to Pro Vice Chancellor, Islamic Arabic University, Dhaka (For his kind information).
5. Immigration officer, Immigration Department, Hazrat Shajalal International Air port, Dhaka /Hazrat Shah Amanat International Airport, chattogram.
6. Director (Finance & Accounts), Islamic Arabic University, Dhaka.
7. ICT, Islamic Arabic University, Dhaka.
8. Fahad Ahamad Momtazi, Assistant Registrar, Islamic Arabic University, Dhaka.
9. Office Copy.


(Dr. Md. Abu Hanifa)
Deputy Registrar
Islamic Arabic University