



ISLAMIC ARABIC UNIVERSITY

REGISTRAR OFFICE

www.iau.edu.bd

Basila, Mohammadpur, Dhaka-1231

Ref: IAU/REGI./ADMIN/PERSONAL/2019/12622

Date: 30.09.2024

OFFICE ORDER

The undersigned is directed to grant earned leave (Ex-Bangladesh) in favour of ABU NOMAN MD ABDULLAH AL MARUF, Section Officer, Islamic Arabic University, Dhaka for the purpose of visiting historical & spectacular place of India from 01/10/2024 to 10/10/2024 or 10 (Ten) days from the date of departure under the following terms and conditions:

2. Terms and 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

Signed/-

(Dr. Muhammad Kamrul Islam)

Registrar

Islamic Arabic University

Mobile: 01705408001

Email: iauregistr@gmail.com

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Copy for kind information and necessary action (Not according to 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. Immigration officer, Immigration Department, Hazrat Shajalal International Airport, Dhaka/ Benapol, Jessore/Haridaspur, Agartala by Road (Air/Train/Bus).
5. Director (Finance & Accounts), Islamic Arabic University, Dhaka.
6. I.C.T Cell, Islamic Arabic University, Dhaka. (With the request to publish on website)
7. Mr. Abu Noman Md Abdullah al Maruf, Section Officer, Islamic Arabic University, Dhaka.
8. Office copy.

30.9.2024
(Dr. Md. Abu Hanifa)

Deputy Registrar

Islamic Arabic University