



Ref: IAU/REGI./ADMIN/PERSONAL/2024/12949

Date: 20.03.2025

OFFICE ORDER

The undersigned is directed to grant earned leave (Ex-Bangladesh) in favour of Prof. Dr. Muhammad Abu Jafor Khan, Pro Vice-Chancellor, Islamic Arabic University, Dhaka to perform Umrah Hajj in Kingdom of Saudi Arabia (KSA) from 02/04/2025 to 16/04/2025 or 15 (Fifteen) days from the date of departure under the following terms and conditions:

- a) He will bear All the expenses of this travel;
- b) Islamic Arabic University will have no financial involvement in this regard;
- c) He will not stay abroad longer than the sanctioned period;
- d) He will leave Dhaka for Kingdom of Saudi Arabia (KSA) on 02 April, 2025 or on a nearer date and will return to Dhaka on 16 April, 2025 or on a nearer date after his visit;
- e) As per provision of rule 34 of appendix VIII of BSR (part-1) this approval will be valid for 35 (thirty five) days from 02/04/2025;

By order of the Vice-chancellor

20.03.2025

(Md. Ayub Hossain)

Registrar

Islamic Arabic University

Mobile: 01705408001

Email: iauregistr@gmail.com

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Copy of kind information and necessary action (Not according to seniority)

1. Secretary, Secondary and Higher Education Division, Ministry of Education.
2. Secretary, Ministry of Foreign Affairs, Shegun Bagicha, Dhaka.
3. Prof. Dr. Muhammad Abu Jafor Khan, Pro Vice-Chancellor, Islamic Arabic University, Dhaka
4. Director General, Passport & Immigration Department, Agargoan, Dhaka.
5. Director (Finance & Accounts), Islamic Arabic University, Dhaka.
6. Personal Secretary to the Vice-Chancellor, Islamic Arabic University, Dhaka
7. Immigration Officer, Immigration Department, Hazrat Shajalal International Airport, Dhaka.
8. I.C.T Section (To Publish on the Website), Islamic Arabic University, Dhaka.
9. Office Copy.

20.03.2025

(Fahad Ahmad Momtazi)

Deputy Registrar

Islamic Arabic University