



ISLAMIC ARABIC UNIVERSITY

Registrar Office

Boshila, Mohammadpur, Dhaka-1231

www.iau.edu.bd

Ref: IAU/REGI./ADMIN/PERSONAL/2018/13134

Date: 21.09.2025

OFFICE ORDER

The undersigned is directed to convey that the authority is pleased to grant Ex-Bangladesh leave for 10 (ten) days to MD SHAH NEWAZ, Assistant Registrar, Islamic Arabic University, Dhaka to visit Historical place in Malaysia from 24.09.2025 to 03.10.2025 or 10 (ten) days on a nearer date under the following terms and conditions:

- All expenses of this travel will be borne by himself;
- Islamic Arabic University will have no financial involvement in this regard;
- He will not stay abroad longer than the sanctioned period;
- He will leave Dhaka for Malaysia on 24 September, 2025 or on a nearer date and will return to Dhaka on 03 October, 2025 or on a nearer date after his visit;
- As per provision of rule 34 of appendix VIII of BSR (part-1) this approval will be valid for 35 (thirty five) days from 24.09.2025;

2. This order is issued with the approval of the competent authority.

By order of the Vice-chancellor

21/21.9.25

(Md. Ayub Hossain)

Registrar

Islamic Arabic University

Mobile: 01705408001

Email: iauregistr@gmail.com

Ref: IAU/REGI./ADMIN/PERSONAL/2018/13134(08)

Date: 21.09.2025

Copy of 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. Director (Finance & Accounts), Islamic Arabic University, Dhaka.
4. Immigration Officer, Immigration Department, Hazrat Shajalal International Airport, Dhaka.
5. Personal Secretary to the Vice-Chancellor, Islamic Arabic University, Dhaka
6. I.C.T Section (To Publish on the Website), Islamic Arabic University, Dhaka.
7. MD SHAH NEWAZ, Assistant Registrar, Islamic Arabic University, Dhaka.
8. Office Copy.

21.09.2025

(Fahad Ahmad Momtazi)

Deputy Registrar

Islamic Arabic University