

Ref: IAU/REGI./ADMIN/PERSONAL/2018/13440

Date: 20.05.2026


OFFICE ORDER

The undersigned is directed to convey the sanction of the Honorable Vice Chancellor of Ex-Bangladesh Leave in favour of Ashfaque Akhter, Assistant Professor, Department of English and P.S to Honorable Vice-Chancellor of this University travelling to Malaysia to conduct research activities for 20(twenty) days from 23.05.2026 to 11.06.2026 or actual date of travelling under the following terms and conditions:

## Terms &amp; 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



20.05.2026  
Fahad Ahamad Momtazi  
Registrar (In-Charge)  
Islamic Arabic University  
Mobile: 01705-408001

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Copy forwarded for kind information and to take necessary action (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.
6. Director (Finance & Accounts), Islamic Arabic University, Dhaka.
- ✓ 7. ICT, Islamic Arabic University, Dhaka.
8. Mr Ashfaque Akhter, Assistant Professor, Islamic Arabic University, Dhaka.
9. Office Copy



20.05.2026  
Md. Ruhullah  
Assistant Registrar  
Islamic Arabic University