



বাংলাদেশ
বিশ্ববিদ্যালয় মঞ্জুরী কমিশন

University Grants Commission of Bangladesh

UGC Bhaban, Plot # E-18/A, Agargaon Administrative Area
Sher-E-Bangla Nagar, Dhaka-1207

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Ref: UGC/Admn/T&I/336/2006/9839

Date: December 06, 2018

Office Order

The authority of the University Grants Commission of Bangladesh is pleased to grant Ms. Akter Perish, Assistant Director, Research Support & Publication Division, University Grants Commission of Bangladesh 13 (thirteen) days Ex-Bangladesh Leave (Earned Leave) with effect from December 14, 2018 to December 26, 2018 (or the date of departure) to visit the Kingdom of Saudi Arabia for performing the Holy Omrah Hajj Rituals. Akter Perish's husband Mr. Farid Ahammad Fakir (Passport No. BH0647997), two son Juabir Ahammad Akter (Passport No. BT0342550), Junaid Ahammad Akhter (Passport No. BT0196359), Mother Nur Jahan Begum (Passport No. BY0057426) and Mother in Law Monoara Begum (Passport No. BX 0239694) will also accompany her.

2. Relating to her visit following terms and conditions will apply:
- the leave will be treated as earned leave on full average pay;
 - during the period, her salary will be paid in Bangladeshi currency as in the usual manner;
 - University Grants Commission of Bangladesh or Government of the People's Republic of Bangladesh shall have no financial liabilities in this regard;
 - after returning home she must join UGC immediately on the due date as per usual norms/practice.

To
Ms. Akter Perish
Assistant Director
Research Support & Publication Division
University Grants Commission of Bangladesh
Agargaon, Dhaka-1207.

By order of the authority,

Bakelu
06.12.2018
Md. Fazlur Rahman
Deputy Secretary (Admn.)
Tel:+88-02-58160232(Off.)

Copy to (UGC):

- Secretary, UGC, Dhaka.
10. Director (Finance & Accounts/Planning & Development/Research Support & Publication/
Public University Management/Private University/IMCT/SPQA/Public Relation/
GS & Estate Division), UGC, Dhaka.
11. System Analyst, IMCT Division, UGC, Dhaka (for uploading in the UGC website).
12. Deputy Secretary (PS to Chairman), Office of the Chairman, UGC, Dhaka.
- 13-14. Personal File/Master File.

Copy to (other offices):

- His Excellency, Ambassador, The Royal Embassy of Saudi Arabia in Bangladesh
House-5(NE)L, Road-83, Gulshan-2, Dhaka-1212.
- Director General, Passport and Immigration, Dhaka.
- Director, Hazrat Shah Jalal (R) International Airport, Dhaka.
- Chief Security Officer, Hazrat Shah Jalal (R) International Airport, Dhaka.

Bakelu
06.12.2018
Rekha Rani Bakchi
Senior Assistant Secretary (Admn.)

Tahmina Rahman
9/12/18