Government of the People's Republic of Bangladesh
University Grants Commission of Bangladesh
UGC Bhaban, Plot #18/A, Agargaon Administrative Area
Sher-e-Bangla Nagar, Dhaka-1207
website: www.ugc.gov.bd

বাংলাদেশ
বিশ্ববিদ্যালয় মঞ্জুরী কমিশন

Ref : UGC/Admn./(T&I)211/94/ 1468 Dated : 14 February 2019

Office Order

The Authority of the University Grants Commission of Bangladesh is pleased to grant Shah Mohammad Aminul Islam, Deputy Director (GS & Estate), University Grants Commission of Bangladesh 03 (Thiree) days Ex-Bangladesh leave (Earned Leave) with effect from 28-02-2019 to 02-03-2019 (or the date of departure) for personal visit in Malaysia. Shah Mohammad Aminul Islam's wife Nadira Islam (Passport No.BT0713571) and two Sons Shah Mohammad Rahik Tasfin (Passport No. BK 0282056), Shah Mohammad Araf Tausif (Passport No. BT 0287763) will also accompany him.

2. Relating to his visit following terms and conditions will apply:

(a) the period will be treated as Earned Leave on full average pay;
(b) during the period, his salary and allowances will be paid in Bangladeshi currency as in the usual manner;
(c) University Grants Commission of Bangladesh or Government of the People's Republic of Bangladesh shall have no financial liability in this regard;
(d) after returning home, he must join UGC immediately on the due date as per usual norms/practice

By order of the authority,

14/2/2019
Md. Fazlur Rahman
Joint Secretary
Phone : 88-02- 58160232 (Off)
Email: frahman@ugc.gov.bd

To

Shah Mohammad Aminul Islam
Deputy Director (GS & Estate)
University Grants Commission of Bangladesh
Agargaon, Dhaka- 1207.

Ref : UGC/Admn./(T&I)211/94/ 1468 Dated : 14 February 2019

Copy to (UGC):

1. Secretary, UGC, Dhaka.
2-10. 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) :

1. His Excellency, Ambassador, Malaysia Embassy, House no: 19, Road no: 6, Baridhara, Dhaka-1212.
2. Director General, Passport and Immigration, Dhaka.
3. Director, Hazrat Shah Jalal (R) International Airport, Dhaka.
4. Chief Security Officer, Hazrat Shah Jalal (R) International Airport, Dhaka.

Bakchi
14.2.19
Rekha Rani Bakchi
Senior Assistant Secretary (Admn.)

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Tahmina Rahman
18/2/19
Programmer