



Same number and letter will be replace
Government of the People's Republic of Bangladesh
University Grants Commission of Bangladesh

UGC Bhaban, Plot # E-18/A, Agargaon Administrative Area
Sher-e-Bangla Nagar, Dhaka-1207
Website: www.ugc.gov.bd



বাংলাদেশ
বিশ্ববিদ্যালয় মঞ্জুরী কমিশন

No. UGC/ICC/5.76/OT/24/2018/486

Date: 17-01-2019

OFFICE MEMORANDUM

Subject: Approval for Attending the Study Tour on "Innovation in Public Finance and Performance Management" to be held during 03 March, 2019 to 09 March, 2019 (or 07 days from the journey starts) in Malaysia.

The Authority of the University Grants Commission (UGC) of Bangladesh is pleased to grant following officers of the UGC for 07 days leave with effect from 03 March, 2019 to 09 March, 2019 ((or 07 days from the journey starts) to attend the Study Tour on "Innovation in Public Finance and Performance Management" to be held during 4-8 March 2019 at Sunway University (Australian Monash University Campus), SEGi University, Ministry of Higher Education, University of Malaya, University Putra Malaysia (UPM), University Technology Malaysia (UTM), Xiamen University Malaysia and Asia Pacific University (APU) in Malaysia.

SL No.	Name and Designation
01	Mr. Md. Kabirul Hassan, Deputy Director, UGC
02	Mr. Md. Rafiqul Alam, Deputy Director, UGC
03	Ms. Nahid Sultana, Deputy Director, UGC
04	Mr. Shah Mohammad Aminul Islam, Deputy Director, UGC
05	Mr. Abdul Jalil Miah, Deputy Director, UGC
06	Ms. Rukshana Laila, Senior Assistant Director, UGC
07	Mr. Jalal Ahmmmed, Senior Assistant Secretary, UGC
08	Ms. Rabeya Khandaker, Senior Assistant Secretary, UGC
09	Mr. Md. Mostafizar Rahaman, Senior Assistant Director, UGC
10	Mr. Akram Ali Khan, Senior Assistant Director, UGC
11	Ms Rekha Rani Bakchi, Senior Assistant Secretary, UGC
12	Mr. Abdul Allem, Senior Assistant Director, UGC
13	Mr. Md. Asaduzzaman, Senior Assistant Secretary, UGC
14	Mr. Md. Golam Dostogir, Senior Assistant Director, UGC
15	Mr. Muhammad Yousuf Ali Khan, Senior Assistant Director, UGC
16	Mr. Md. Jahirul Islam, Assistant Director, UGC

2. Following terms and conditions will apply in this regard:

- All costs during the study tour in Malaysia will be borne by the University Grants Commission of Bangladesh, Dhaka.
- They will not be provided with any part of their salary and allowances in foreign currency.
- The period of their stay abroad, including transit period, will be treated as on duty.
- They will submit a report within 15 days of their return.

With the approval of the competent authority

MR Bley 17/1/2019

Mohammad Maksurdur Rahman Bhuiyan
Additional Director, ICC, UGC

Copy for kind information and necessary action (not according to seniority):

- H.E. High Commissioner, High Commission of Malaysia, House No. 19, Road No. 6, Baridhara, Dhaka-1212
- Director, IMCT, UGC, Dhaka (With the request to upload at UGC website)
- Director, Hazrat Shahjalal (R.) International Airport, Dhaka.
- Chief Security Officer, Hazrat Shahjalal (R.) International Airport, Dhaka.
- PS to the Chairman (DS), Office of the Chairman, UGC, Dhaka.
- Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka.
- Personal Officer, Office of the Secretary, UGC, Dhaka.

Md. Mustafejur Rahman
17/01/2019

Md. Mustafejur Rahman
Senior. Asst. Director