



বাংলাদেশ
বিশ্ববিদ্যালয় মঞ্জুরী কমিশন

University Grants Commission of Bangladesh

UGC Bhaban, Plot # E-18/A, Agargaon Administrative Area

Shere Bangla Nagar, Dhaka-1207

Tel:0088-02-9118207, Fax:0088-02-8181617

www.ugc.gov.bd, E-mail: khaledugc@yahoo.com.



Ref : UGC/Admn/1(450)/2009/9355

Dated: 21 November, 2017


Office Order

The Authority of the University Grants Commission of Bangladesh is pleased to grant **Mr. Md. Hafizur Rahman**, Senior Assistant Director, Public University Management Division, University Grants Commission of Bangladesh 60 (Sixty) days Ex-Bangladesh leave (Earned Leave) with effect from 04 January, 2018 (or the date of departure) to visit India for his wife's (Salma Akter, Passport No BC0479994) medical treatment.

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

- the leave will be treated as Earned Leave on full average pay;
- during the period, his 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 liability in this regard;
- after returning home, he must join UGC immediately on the due date as per usual norms/practice.

By order of the authority,


21/11/2017
Dr. Md. Fakhruul Islam
Joint Secretary (Admn.)
Phone : 88-02-9122289 (Off.)
Email:fakhruulugc@Yahoo.com

To :

Mr. Md. Hafizur Rahman
Senior Assistant Director
Public University Management Division
University Grants Commission of Bangladesh
Agargaon, Dhaka-1207.

Ref : UGC/Admn/1(450)/2009/9355

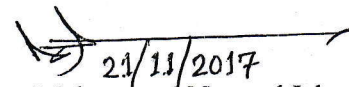
Dated: 21 November, 2017

Copy to UGC :

- Secretary, UGC, Dhaka.
- Director (Finance & Accounts/Planning & Development/Research Support & Publication/
Private University/IMCT Division, UGC, Dhaka.
- System Analyst, UGC, Dhaka. (for uploading in the website)
- Private Secretary to the Chairman, UGC, Dhaka.
- 9-10. Personal file/ Master file.

Copy to (other offices) :

- His Excellency, High Commissioner**, High Commission of India, Dhaka, Bangladesh.
Plot No. 1-3, Park Road, Baridhara, Dhaka-1212.
- Director, SAARC, Ministry of Foreign Affairs, Dhaka.
- Director General, Passport and Immigration, Dhaka.
- Director, Hazrat Shah Jalal (R) International Airport, Dhaka.
- Immigration and Customs, Darshana/Benapole.


21/11/2017
Muhammad Nazmul Islam
Senior Assistant Secretary (Admin.)
E-mail: syrawan@gmail.com

Tahmina Rahman
23/11/17
ACP