



বাংলাদেশ
বিশ্ববিদ্যালয় মঞ্জুরী কমিশন

Government of the People's Republic of Bangladesh
University Grants Commission of Bangladesh
Agargaon, Sher-e-Bangla Nagar, Dhaka-1207
Tel:0088-58160106, Fax:0088-02-58160203
www.ugc.gov.bd, E-mail: secretary@ugc.gov.bd

Ref: UGC/Admin/01(356)/2005/ 101

Dated: 09 January, 2025

Office Order

The authority of the University Grants Commission of Bangladesh (UGC) is pleased to grant Dr. Sultan Mahmud Bhuiyan, Director, Private University Management Division, UGC, 05 (Five) days Ex-Bangladesh leave (Earned Leave) with effect from 18-01-2025 to 22-01-2025 (or 05 days from the date of departure) to visit Pakistan for personal purpose.

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

- The period will be treated as Ex-Bangladesh leave (Earned leave) on full average pay;
- During the period, his salary and allowances will be paid in Bangladeshi currency as usual manner;
- UGC or Government of the People's Republic of Bangladesh will not bear any financial liability either in local or in foreign currency in this regard;
- After returning, he must join UGC immediately on the due date as per usual norms/practices.

With the approval of the authority,

[Signature]
09-01-2025

Md. Asaduzzaman
Deputy Secretary

Phone : 88-02-58160211 (Office)
E-mail: zaman_acct@yahoo.com

Dr. Sultan Mahmud Bhuiyan
Director
Private University Management Division
University Grants Commission of Bangladesh
Agargaon, Dhaka-1207.

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Copy to UGC (Not according to seniority):

- Secretary, UGC, Dhaka.
- Director, Finance & Accounts Division, UGC, Dhaka.
- Additional Director, IMCT Division, UGC, Dhaka. (For uploading this Office Order at the UGC website)
- Private Secretary (Additional Director) to the Chairman, UGC, Dhaka.
- 5-9. Senior Assistant Secretary/Assistant Secretary/Personal Officer, Office of the Member, UGC, Dhaka.
10. Assistant Secretary, Office of the Secretary, UGC, Dhaka.
- 11-12. Personal file/Master file.

Copy to other offices (Not according to seniority):

- His Excellency High Commissioner, Pakistan High Commission in Bangladesh NE(C)-2, Road-71, Dhaka 1000.
- Director General, Immigration and Passports, Agargaon, Dhaka.
- Director, Hazrat Shah Jalal (R) International Airport, Dhaka.
- Chief Security Officer, Hazrat Shah Jalal (R) International Airport, Dhaka.

[Signature]
09-01-2025

Md. Nazrul Islam
Senior Assistant Secretary