



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/Admn/1(314)/2001/ 1095

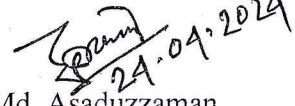
Dated: 24 April, 2024

Office Order

The authority of the University Grants Commission of Bangladesh (UGC) is pleased to grant Mr. Md. Mustafejur Rahman, Deputy Secretary, Office of the Chairman, UGC 07 (Seven) days Ex-Bangladesh leave (Earned Leave) with effect from 21-05-2024 to 27-05-2024 (or 07 days from the date of departure) to visit India for the treatment of his Wife. With the issuance of this letter, office order no. UGC/Admn/1(314)/2001/662, dated 25-02-2024 will be deemed cancelled.

2. Relating to this visit following terms and conditions will be applied:
- (a) The period will be treated as Ex-Bangladesh Leave (Earned Leave) on full average pay;
 - (b) During the period, his salary and allowances will be paid in Bangladeshi currency as usual manner;
 - (c) 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;
 - (d) After returning, he must join UGC immediately on the due date as per usual norms/practice.

With the approval of the authority,


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

Mr. Md. Mustafejur Rahaman
Deputy Secretary
Office of the Chairman
University Grants Commission of Bangladesh
Agargaon, Dhaka-1207.

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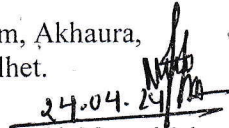
Dated: 24 April, 2024

Copy to UGC (Not according to seniority):

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

Copy to other offices (Not according to seniority):

1. H. E. High Commissioner of India to Bangladesh, High Commission of India, Plot No: 1-3, Park Road, Baridhara, Dhaka 1212.
2. Director General, Immigration and Passports, Agargaon, Dhaka.
3. Director, Hazrat Shah Jalal (R) International Airport, Dhaka.
4. Chief Security Officer, Hazrat Shah Jalal (R) International Airport, Dhaka.
5. Immigration and Customs, Haridashpur, Benapole, Darshana, Burimari, Patgram, Akhaura, Lalmonirhat, Tamabil, Chilahati, Changrabandha Land Port and Goainghat, Sylhet.


 Md. Nazrul Islam
 Senior Assistant Secretary