

Government of the People's Republic of Bangladesh
Ministry of Education
Secondary & Higher Education Division
Scholarship and Engineering Universities Section
www.shed.gov.bd

No. 37.00.0000.080.08.001.22.296

Date: 22 August 2023

Office Order

The undersigned is pleased to convey Sanction of the Government in favour of the following Senior Xerox Operator of Dhaka University of Engineering and Technology (DUET), Gazipur travelling to Kenya for the purpose of religious tour as mentioned below:

SL No.	Names	purpose	- Period	Country
01.	Md. Rowsun Ali Senior Xerox Operator Grade-1 Dhaka University of Engineering and Technology (DUET), Gazipur	Religious tour	From 22.08.2023 to 19.12.2023 or 120 (one hundred twenty) days from the actual date of travel	Kenya

2.0 The following terms and conditions will be applicable to the travel above:

- a. He shall not stay abroad beyond his approved leave and shall report to the University immediately after his return;
- b. All the responsibilities relating to these visit shall lie with the University as the travels have been recommended by them;
- c. No expenses of the travels shall be borne by the Government of Bangladesh or by the University;
- d. He shall sign a bond with the University before commencement of the leave;
- e. The University authority shall make sure that the official activities of the Library are not affected on account of the leave.



22.08.2023

Mst. Rokhsana Begum
Deputy Secretary

Phone : + 8802223390672

E-mail: ds_stp@moedu.gov.bd

Copies for kind information and necessary action (not in accordance with seniority):

01. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Segunbagicha, Dhaka.
02. Vice Chancellor, Dhaka University of Engineering and Technology (DUET), Gazipur.
03. Director General, Immigration and Passport, Agargaon, Dhaka.
04. Private Secretary to Secretary, Secondary & Higher Education Division, Ministry of Education.
05. Director, Hazrat Shahjalal International Airport, Dhaka.
06. Senior Systems Analyst, Secondary & Higher Education Division, Ministry of Education.
07. Md. Rowsun Ali, Senior Xerox Operator Grade-1, Dhaka University of Engineering and Technology (DUET), Gazipur.
08. Office copy.