সিলেট কৃষি বিশ্ববিদ্যালয়
Sylhet Agricultural University

Memo No. Reg./Estt.-1/P.File Officer-22/09/2767

Date: 08.12.2025

ORDER

The University authority is pleased to allow **Syeeda Rehana (Passport No-A17026822),** Deputy Registrar, Office of the Registrar (Establishment-2), Sylhet Agricultural University, Sylhet, Bangladesh to visit India from 16.12.2025 to 24.12.2025. In this connection, authority has already approved her earned leave with station leave permission from 16.12.2025 to 24.12.2025 vide Memo: Reg./Estt.-1/P.File Officer-22/09/2766; dated: 08.12.2025 under the following terms and conditions:

1. That, this University will not bear any financial liability for her said visit.
2. That, after completion of visit **Syeeda Rehana** will be bound to come back and join her duty in time.

This order is issued in Pursuance of the office order vide memo no. ইউজিসি/প্রশাঃ/৪(৪)/৭৩(ভি-১০)২/৭৬৬২ Dated: 08-09-2011, University of Grants Commission, Ministry of Education, Government of the People's Republic of Bangladesh.

By order of the Vice-Chancellor,

Sd/.

(Professor Dr. Md. Asad-ud-doullah)
Registrar (Additional Charge)
Sylhet Agricultural University
Sylhet, Bangladesh.

Memo No. Reg./Estt.-1/P.File Officer-22/09/2767(13)

Date: 08.12.2025

Copy forwarded for information and necessary action to:

1. The Secretary, Secondary and Higher Education Division, Ministry of Education, Government of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
2. The Secretary, Ministry of Foreign Affairs, Government of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
3. The Secretary, Ministry of Home Affairs, Government of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
4. Officer-In-charge, Indian High Commission, House No. 2, Road No. 142, Gulshan-I, Dhaka.
5. Director General, Department of Immigration and Passport, Sher-e-Banglanagar, Agargaon, Dhaka.
6. Immigration officer, Hazrat Shahjalal (R.) International Airport, Dhaka.
7. Syeeda Rehana, Deputy Registrar, Office of the Registrar (Est-2), Sylhet Agricultural University, Sylhet, Bangladesh.
8. Officer-In-charge, Akhaura Check Post, Brahmanbaria, Bangladesh.
9. Officer-In-Charge, Tamabil Check post, Sylhet, Bangladesh.
10. Director (Finance and Accounts), SAU, Sylhet.
11. Director, Information and Communication Technology (ICT) Cell, SAU, Sylhet, Bangladesh (Requested to upload to website).
12. PS to VC (for kind information of Vice-Chancellor), SAU, Sylhet.
13. Office Copy.

08/12/25

(Professor Dr. Md. Asad-ud-doullah)
Registrar (Additional Charge)
Sylhet Agricultural University
Sylhet, Bangladesh.
Tel: +8802-996641930
E-mail: registrar@sau.ac.bd

Sylhet 3100, Bangladesh