



সিলেট কৃষি বিশ্ববিদ্যালয়  
Sylhet Agricultural University

Memo No. Reg./Estt.-1/P.File(Teacher-301)/21/671

Date: 23.02.2026

**ORDER**

The University authority is pleased to allow Shamima Shammi (Passport No-A07917826), Assistant Professor, Department of Farm Power and Machinery, Faculty of Agricultural Engineering and Technology, Sylhet Agricultural University, Sylhet-3100, Bangladesh to perform holy Umrah in Saudi Arabia from 12.03.2026 to 26.03.2026. In this connection, authority has already approved her station leave permission from 12.03.2026 to 26.03.2026 vide memo no. Reg./Estt.-1/P.File (Teacher-301)/21/670; dated: 23.02.2026 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 Shamima Shammi will be bound to return back and join her duty in due time.
3. 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 Grants Commission of Bangladesh, 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.

Memo No. Reg./Estt.-1/P.File(Teacher-301)/21/671(12)

Date: 23.02.2026

Copy forwarded for information and necessary action to (not as order of seniority):

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. Director General, Department of Immigration and Passport, Sher-e-Banglanagar, Agargaon, Dhaka.
5. Immigration officer, Hazrat Shahjalal (R.) International Airport, Dhaka.
6. Shamima Shammi, Assistant Professor, Department of Farm Power and Machinery, Sylhet Agricultural University, Sylhet-3100, Bangladesh.
7. Chairman, Department of Farm Power and Machinery, SAU, Sylhet.
8. Dean, Faculty of Agricultural Engineering and Technology, SAU, Sylhet.
9. Director (ICT), SAU, Sylhet. (Requested to upload in website)
10. Director (Finance and Account), SAU, Sylhet.
11. PS to VC (for kind information of Vice-Chancellor), SAU, Sylhet.
12. Office Copy.

(Professor Dr. Md. Asad-ud-doullah)  
Registrar (Additional Charge)  
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Sylhet, Bangladesh.  
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E-mail: [registrar@sau.ac.bd](mailto:registrar@sau.ac.bd)