



Ref. No. Reg / 05(102)/

**Office Order**

The University authority is pleased to grant 08(Eight) days earned leave from 01/01/2025 to 08/01/2025 affixing weekly holiday and winter vacation from 20/12/2024 to 31/12/2024 to Mr. Mohammad Syed Ahmed, Programmer, Institute of Information and Communication and Technology (IICT), Shahjalal University of Science and Technology, Sylhet, Bangladesh in order to perform Holy Umrah in Saudi Arabia under the following terms and conditions:

1. That no salary or portion thereof would be paid in foreign currency during his stay abroad.
2. That this University would not bear any expenses for his proposed visit.
3. That he would be bound to join the University after his proposed visit.

Sdt

Registrar (In charge)

Ref. No. Reg / 05(102)/ 51 545

Date: 11.12.24

Copy forwarded for information and necessary action to:

01. The Secretary, Ministry of Education, Bangladesh Secretariate, Dhaka-1000, Bangladesh.
02. Immigration Officer, Kingdom of Saudi Arabian Embassy, Dhaka, Bangladesh.
03. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka, Bangladesh.
04. Immigration Officer, M A G Osmani International Airport, Sylhet, Bangladesh.
05. Director, Institute of Information and Communication and Technology (IICT), Shahjalal University of Science and Technology, Sylhet, Bangladesh.
06. Director of Accounts, Shahjalal University of Science & Technology, Sylhet, Bangladesh.
07. Mr. Mohammad Syed Ahmed, Programmer, Institute of Information and Communication and Technology (IICT),, Shahjalal University of Science & Technology, Sylhet. Bangladesh.
08. Secretary to Vice-Chancellor, Shahjalal University of Science & Technology, Sylhet. Bangladesh.
09. Secretary to Pro- Vice Chancellor, Shahjalal University of Science & Technology, Sylhet. Bangladesh.
10. Personal File.

  
11.12.24  
Deputy Registrar