



Dhaka University of Engineering & Technology, Gazipur

Gazipur-1707

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Memo No.-DUET/Admin/Per./991/20/ 2237

Date : 13/08/2026

Office Order

On the approval of the Vice-Chancellor, the undersigned is directed to convey the sanction in favour of the following teacher of Dhaka University of Engineering and Technology, Gazipur for travelling to USA in the month of August' 2026 to study Ph.D Program as mentioned below: (This order has been issued as per approval of the Ministry of Education, Secondary and Higher Education Division vide memo No. 37.00.0000.080.31.002.23-171; Date: 12/08/2026)

SL No.	Name	Programme	Period	Country
1.	Ms. Tasratur Reaj Neha Assistant Professor Department of Materials and Metallurgical Engineering DUET, Gazipur Passport No.- A11038862	Ph.D. Program Iowa State University, USA	1 (One) year From 13.08.2026 to 12.08.2027 or from the actual date of travel.	USA

This order has been issued as per the power given in the the Prime Minister's Office Order vide memo No 03.069.025.06.00.003.20011-144 (500); Date: 19/06/2011.

02. Terms and Conditions:

- She will not stay abroad more than the period granted for the purpose;
- All related expenses of this visit will be borne by himself;
- She will draw her usual pay and allowances from Bangladesh in local currency. No part of it should be drawn in foreign currency;
- There will be no financial involvement of the Government of Bangladesh or the university regarding this visit;
- She must inform her controlling authority before leaving the country;
- The provision of Rule-34 of Appendix-viii, B.S.R (Part-1) will be applicable in connection of her visit.
- She will submit the joining report along with the photocopy of her passport mentioning the arrival and departure date.

03. This order is issued with the approval of the competent authority.

(Prof. Dr. Md. Mostaqur Rahman)
Registrar (Additional Charge)
Phone: 49274003 (Off.)

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Copy: For kind information and necessary action (Not according to seniority) –

- PS to VC (For kind information of the honorable Vice-Chancellor, DUET, Gazipur);
- APS to Pro-VC (For kind information of the honorable Pro-VC, DUET, Gazipur);
- Senior Secretary/Secretary-PublicAdministration/Home/Secondary and Higher Education Division/Ministry of Foreign Affairs, Bangladesh Secretariat, Dhaka;
- Embassy of the People's Republic of Bangladesh, Washington, DC 3510 International Drive, NW, Washington DC 20008, USA;
- Embassy of the United States of America, Madani Avenue, Baridhara, Dhaka;
- Director General, Department of Immigration & Passports, Agargaon, Dhaka;
- Director, CAAB, Hazrat Shah Jalal International Airport, Dhaka;
- Director, Foreign Exchange Operation Department, Bangladesh Bank, Dhaka;
- Dean, Faculty of Mechanical Engineering, DUET, Gazipur;
- Head, Department of MME, DUET, Gazipur;
- Director, Computer Center, DUET, Gazipur;
- Compotroller (Additional charge), Compotroller Office, DUET, Gazipur;
- Deputy Compotroller and Office Head, Audit Cell, DUET, Gazipur;
- Ms. Tasratur Reaj Neha, Assistant Professor, Dept. of MME, DUET, Gazipur;
- Mr. Md. Hafizur Rahman, System Analyst, Computer Center (To take necessary steps to publish the university's website);
- Personal File/Guard Files.

(Md. Mofizur Rahman)
Additional Registrar

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