



Dhaka University of Engineering & Technology, Gazipur

Gazipur-1707.

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Memo No.-DUET/Admin/Per./1021/22/ **2241**

Date : **13/08/2026**

Office Order

The undersigned is directed to convey the sanction in favour of the following teacher to travel outside Bangladesh of this University during the Sree Sree Durga Puja vacation under the conditions mentioned in paragraph 02:

Name, Designation and Address	Name of the Country	Purpose of visit	Granted Leave
Ms. Tasnim Nishat Aishee Assistant Professor Department of Civil Engineering DUET, Gazipur. Passport No: A01724139	Indonesia	As a tourist	16/10/2026 to 24/10/2026 (09 days) (During the vacation of Sree Sree Durga Puja and weekend)

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 his 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 his 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 his passport mentioning the arrival and departure date.

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

13/08/2026
(Prof. Dr. Md. Mostaqur Rahman)
Registrar (Additional Charge)
Phone: 49274003 (Office)
Date : **13/08/2026**

Memo No.-DUET/Admin/Per./1021/22/ **2241**

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

- PS to VC (For kind information of the honorable Vice-Chancellor, DUET, Gazipur);
- PS to Pro-VC (For kind information of the honorable Pro-VC, DUET, Gazipur);
- Senior Secretary/Secretary-Public Administration/Public Security Division/Security Services Division, Ministry of Home Affairs/Secondary and Higher Education Division/Ministry of Foreign Affairs, Bangladesh Secretariat, Dhaka;
- Embassy of the People's Republic of Bangladesh, Jalan Lembang No. 10, Menteng, Jakarta Pusat-10310, Indonesia;
- Embassy of the Republic of Indonesia, Road No. 53, Plot No. 14, Gulshan-2, Dhaka-1212, Bangladesh;
- Director General, Department of Immigration & Passports, Agargaon, Dhaka;
- Executive Director, CAAB, Hazrat Shah Jalal International Airport, Dhaka;
- Director, Foreign Currency Control Cell, Bangladesh Bank, Dhaka;
- Dean, Faculty of Civil Engineering, DUET, Gazipur;
- Head, Department of Civil Engineering, DUET, Gazipur;
- Director, Computer Center (To take necessary steps to publish the university's website);
- Comptroller (Additional Charge), DUET, Gazipur;
- Ms. Tasnim Nishat Aishee, Assistant Professor, Dept. of CE, DUET, Gazipur;
- Personal File/Guard Files.

13.08.2026
(Md. Mofizur Rahman)
Additional Registrar
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