



Dhaka University of Engineering & Technology, Gazipur Gazipur-1707

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Memo No.-DUET/1P/351/2001/(Part-1)/1856

Date : 30/06/2025

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 Duty Leave & the Rest and Recreation leave under the conditions mentioned in paragraph 02:

Name, Designation and Address	Name of the Country	Purpose of Visit	Granted Leave
Prof. Dr. Mohammad Asaduzzaman Chowdhury Department of Mechanical Engineering DUET, Gazipur.	USA	Participation in the 19th International Conference on the ASME 2025 Energy Sustainability (ES2025) and subsequent tour of the historical and tourist sites in the USA.	05-07-2025 to 10-07-2025 (06 days) Duty Leave & 11-07-2025 to 25-07-2025 (15 days) Rest and Recreation leave.

02. Terms and Conditions:

- He will not stay abroad more than the period granted for the purpose;
- All related expenses of this visit will be borne by himself;
- He will draw his usual pay and allowances from Bangladesh in local currency. No part of it should be draw in foreign currency;
- There will be no financial involvement of the Government of Bangladesh or the university regarding this visit;
- He 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 his visit.
- He 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.

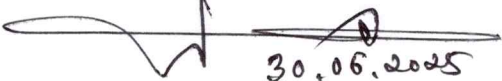

30 JUN 2025

(Prof. Dr. Md. Abu Taiyab)
Registrar (Additional Charge)
Phone: 49274003 (Office)
E-mail: reg_duet@duet.ac.bd
Date : 30/06/2025

Memo No.-DUET/1P/351/2001/(Part-1)/1856

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-Vice Chancellor, DUET, Gazipur);
- Senior Secretary/Secretary-Public Administration/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;
- U.S. Embassy in Dhaka, Madani Avenue, Baridhara, Dhaka -1212;
- 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 Mechanical Engineering, DUET, Gazipur;
- Head, Department of Mechanical Engineering, DUET, Gazipur;
- Prof. Dr. Mohammad Asaduzzaman Chowdhury, Department of Mechanical Engineering, DUET, Gazipur;
- Director, Computer Center (To take necessary steps to publish the university's website);
- Comptroller (Additional Charge), DUET, Gazipur;
- Additional Comptroller (Current Charge), Audit Cell, DUET, Gazipur;
- Personal File/Guard Files.


30.06.2025

(Md. Mofizur Rahman)
Additional Registrar
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