

Dhaka University of Engineering & Technology, Gazipur Gazipur-1707



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Memo No.-DUET/IP/296/96/2800

Date : 06 /10/2026

Office Order

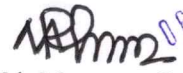
The under signed is directed to convey the sanction in favour of the following Officer of this university has been granted earned leave (ex-Bangladesh) under the following terms and conditions mentioned at para two:-

Name, Designation, Address and Passport No.	Name of the Country	Purpose of visit	Granted Leave
Mr. Md. Monir Hossain Senior Executive Technical Officer Department of Civil Engineering Dhaka University of Engineering & Technology, Gazipur. Passport Number : A22899418	Nepal	Tourist	07/10/2026 to 11/10/2026 (05 days)

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 drawn in foreign currency;
- There will be no financial involvement of the Government of Bangladesh or the university regarding this travel;
- 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 travel.
- 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 Honourable Vice-Chancellor of this University.


(Prof. Dr. Md. Mostaqur Rahman)
Registrar (Additional Charge)
Phone: 49274003 (Office)
Date : 06 /10/2026

Memo No.-DUET/IP/296/96/2800

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

- PS to VC (For kind information of the Honourable Vice-Chancellor, DUET, Gazipur);
- PS to Pro-VC (For kind information of the Honourable 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 Bangladesh, Basundhara, Ward No. 3, Chakrapath, Kathmandu, Nepal.
- Embassy of Nepal, United Nations Road No. 2, Baridhara Diplomatic Enclave, 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;
- Head, Department of Civil Engineering, DUET, Gazipur;
- Director, Computer Center (To take necessary steps to publish the university's website);
- Compotroller (Additional Charge), DUET, Gazipur;
- Mr. Md. Monir Hossain, Senior Executive Technical Officer, Dept. of CE, DUET, Gazipur;
- Personal File/Guard File.


06.10.2026
(Abdullah Al Mahmood)
Deputy Registrar, Establishment Section
Registrar Office
E-mail : abdullah@duet.ac.bd