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রেজিস্ট্রারের অফিস
ঢাকা বিশ্ববিদ্যালয়
ঢাকা-১০০০, বাংলাদেশ
ফোন : ৯৬৭০৫৩১,
৯৬৬১৯০০/৪০২০ (অফিস)
ফ্যাক্স : ৮৮-০২-৫৫১৬৭৮১০

No.Reg.Admin.-1/

তারিখঃ ১৯-০৮-১৪৩০ বঙ্গাব্দ
04.12.2023

Professor Mohammad A Momen
Institute of Business Administration
University of Dhaka

Dear Sir,

With reference to your application dated 22.11.2023, I am directed to inform you that you have been granted earned leave for the period from 13.12.2023 to 27.12.2023 to enable you to go to Singapore and Malaysia for Medical Chek-up.

During the period of your above leave Professor Mushtaque Ahmed, Institute of Business Administration will remain in-charge of the Director of the Institute of Business Administration.

It may be mentioned that the University of Dhaka or the Government of the People's Republic of Bangladesh will not bear any expense in local or foreign currency for this purpose.

I am directed to inform you further that as authorized under Prime Minister Secretariat's Office letter No.03.069.025.06.00.003.2011-144 (500) dated 19-06-2011 the Vice-Chancellor has permitted you to leave the station on 12.12.2023 (afternoon) and go to Singapore and Malaysia for the above purpose and stay there for the period mentioned above.

Yours faithfully,


Sd./-
Deputy Registrar (Admn.-1)
University of Dhaka

Memo No. Admn-1/ 41325-30

Dated 04.12.2023

Copy forwarded for information & necessary action to:

1. The Secretary, Ministry of Public Administration, Govt. of the People's Republic of Bangladesh, Dhaka.
2. The Secretary, Ministry of Education, Govt. of the People's Republic of Bangladesh, Dhaka.
- ✓ 3. The Director General, Immigration & Passport, Govt. of the People's Republic of Bangladesh, Dhaka.
4. The Director, Institute of Business Administration, D. U.
5. The Director of Accounts, D. U.
6. The Director of ICT cell, D. U.


Deputy Registrar (Admn.-1)
University of Dhaka