



NO-BSMMU/2020/333

Date: ০৪/০১/২০২০

**Office Order**

**Mr. Shahnewaz Md Masud**, Pharmacy Assistant (Daily Basic), Director (Hospital) office of this University has been granted Ex-Bangladesh leave the Country for his personal visit in India. For this purpose, he has been granted leave(with out pay) for 07 (seven) days from 25/01/2020 to 31/01/2020 or from the date of availing of the leave. During this period **Mr. Lucas Costa**, Help Desk Associate of the Information Technology Cell (IT Cell) Office will look after the duties of **Mr. Shahnewaz Md Masud**.

The University or the Government of Bangladesh will not bear any financial liability either in local or in foreign currency for this purpose.

By Orders

✓  
08.01.2020

(Dr. Shaikh Abdullah Al Mamun)  
Deputy Registrar

NO-BSMMU/2020/ 333/1(12)

Date: ০৪/০১/২০২০

**Copy forwarded for Information and necessary action to:**

1. The High Commission/Embassy of India in Bangladesh.
2. The High Commission/ Embassy of Bangladesh in India.
3. Director General, Passport & Immigration, Dhaka.
4. Director General/Consular Welfare, Ministry of Foreign Affairs, Govt. of Bangladesh, Segun Bagicha, Dhaka.
5. Director (Finance)/Director (Hospital)/Director (IT), BSMMU, Dhaka.
6. Director, Passport & Immigration, Hazrat Shahjalal International Airport, Dhaka/Any other port.
7. P.S. to Vice-Chancellor , BSMMU, Dhaka.
8. P.S. to Pro-Vice-Chancellor (Research & Development /Administration/Academic)/Treasurer, BSMMU, Dhaka.
9. P.O. to Registrar, BSMMU, Dhaka.
10. **Mr. Lucas Costa**, Help Desk Associate, Office of Information Technology Cell (IT Cell), BSMMU, Dhaka.
11. **Mr. Shahnewaz Md Masud**, Pharmacy Assistant (Daily Basic), Director (Hospital) Office, BSMMU, Dhaka **with the direction to submit departure/arrival report in due time** through proper channel.
12. BSMMU web:www.bsmmu.edu.bd.

✓  
08.01.2020  
Deputy Registrar