



বঙ্গবন্ধু শেখ মুজিব মেডিক্যাল বিশ্ববিদ্যালয়  
Bangabandhu Sheikh Mujib Medical University

রেজিস্ট্রার অফিস

Office of the Registrar

NO-BSMMU/2023/14856

Date: 07/12/2023

Office Order

**Mohammad Towhidul Islam**, U.D.A (P.O to Incharge), Pro-Vice-Chancellor (Administration) office of this University has been granted Ex-Bangladesh leave the Country for his personal visit in Kalkata, India. For this purpose, he has been granted earned leave for 05 (Five) days from 02/01/2024 to 06/01/2024 or from the date of availing of leave. During this period **Md. Faruk Hossain Molla**, PS to Pro-Vice-Chancellor (Administration) of the same office will look after the duties of **Mohammad Towhidul Islam**.

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

(Dr. Helal Uddin)

Deputy Registrar-I

NO-BSMMU/2023/14856/1(13)

Date: 07/12/2023

**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, Immigration and Passport, Dhaka.
4. Director General/Consular Welfare, Ministry of Foreign Affairs, Govt. of Bangladesh, Segun Bagicha, Dhaka.
5. Director (Finance & Accounts)/Director (Hospital)/Incharge (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 (Academic/Administration/Research & Development)/Treasurer, BSMMU, Dhaka.
9. P.O. to Registrar, BSMMU, Dhaka.
10. **Md. Faruk Hossain Molla**, PS to Pro-Vice-Chancellor(Admi.), Pro-Vice-Chancellor (Administration), BSMMU, Dhaka.
11. **Mohammad Towhidul Islam**, U.D.A(P.O to Incharge), Pro-Vice-Chancellor (Administration), BSMMU, Dhaka with the direction to submit his/her departure/arrival report in due time through proper channel.
12. Office Copy/Personal file.
13. BSMMU web:www.bsmmu.edu.bd.

Deputy Registrar-I