



বঙ্গবন্ধু শেখ মুজিব মেডিক্যাল বিশ্ববিদ্যালয়
Bangabandhu Sheikh Mujib Medical University

রেজিস্ট্রার অফিস

Office of the Registrar

No. BSMMU/2025/1511

Date: 11/02/2025

Office Order

Dr. Asma Helen Khan, Assistant Professor, Department of Hepatology of this university has been granted Ex-Bangladesh leave (earned leave) for 15 (Fifteen) days from 14/02/2025 to 28/02/2025 **for perform Omrah Hajj in KSA**. During this period Dr. Md. Saiful Islam, Assistant Professor of the same department will look after the duties of **Dr. Asma Helen Khan**.

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

By order

(Dr. Md. Delwar Hossain)
Additional Registrar-1

No. BSMMU/2025/ 15811 (12)

Date: 11/02/2025

Copy forwarded for information and necessary action to:

1. The High Commission/Embassy of KSA in Bangladesh.
2. The High Commission/Embassy of Bangladesh in KSA.
3. Director General, Passport & Immigration, Dhaka.
4. Director General/Consular Welfare, Ministry of Foreign Affairs, Govt. of Bangladesh, Segun Bagicha, Dhaka.
5. Chairman, Department of Hepatology, BSMMU, Dhaka.
6. Director (Finance)/ Director (Hospital)/Director (IT), BSMMU, Dhaka.
7. Director, Passport & Immigration, Hazrat Shahjalal International Airport, Dhaka.
8. **Dr. Asma Helen Khan**, Assistant Professor, Department of Hepatology, BSMMU, Dhaka **with the request to submit departure/arrival report in due time through proper channel.**
9. Dr. Md. Saiful Islam, Assistant Professor, Department of Hepatology, BSMMU, Dhaka.
10. PS to Vice Chancellor, BSMMU, Dhaka.
11. PS to Pro Vice Chancellor (Academic)/ (Administration)/ (Research & Development)/ Treasurer, BSMMU, Dhaka.
12. PO to Registrar, BSMMU, Dhaka.
13. BSMMU Web: www.bsmmu.ac.bd

Additional Registrar-1
Azizul