

Bangabandhu Sheikh Mujibur Rahman
Digital University, Bangladesh
 Kaliakair, Gazipur-1750



বঙ্গবন্ধু শেখ মুজিবুর রহমান
ডিজিটাল ইউনিভার্সিটি, বাংলাদেশ
 কালিয়াকৈর, গাজীপুর-১৭৫০

Ref: 37.01.4104.008.42.152.21.0894

Date: 19 May, 2024

Office Order

The undersigned is directed to convey the sanction of the Vice Chancellor in favor of **SUJON KUMAR KUNDU**, Assistant Engineer (Electrical) of Bangabandhu Sheikh Mujibur Rahman Digital University, Bangladesh. He has been granted 21 (Twenty-one) days earned leave as per the rules of the university to visit India as a Medical Attendant of PP NO: A14649420 from 21 May to 10 June 2024 or from the actual date of traveling under the following terms & conditions:

- The university or the Government of the People's Republic of Bangladesh will not bear any expenses regarding this tour.
- He will draw his usual pay and allowances in local currency.
- After completing the trip, he will join his respective office.

2. This order is issued with the approval of the competent authority.

Handwritten signature 19-05-24
 (Mohammad Ataur Rahman Khan)
 Registrar
 Bangabandhu Sheikh Mujibur Rahman Digital
 University

Ref: 37.01.4104.008.42.152.21.0894 Date: 19 May, 2024
 Copies for kind information and necessary action (not in accordance with seniority):

1. Visa Authority, High Commission of India, Dhaka, Bangladesh.
2. Immigration Officer, Hazrat Shahjalal International Airport (HSIA).
3. Immigration Officer, Bangladesh Land Port Authority.
4. Vice-Chancellor Office, BDU
5. Pro-Vice Chancellor Office, BDU
6. Treasurer Office, BDU
7. Registrar, BDU
8. The Director of Accounts, BDU
9. Sujon Kumar Kundu, Assistant Engineer (Electrical), BDU
10. Office Copy / Personal File

Handwritten signature
 Section Officer
 Bangabandhu Sheikh Mujibur Rahman
 Digital University, Bangladesh