

No. 360 / IBA/ 2009-10/2023

December 17, 2023

Dr. Melita Mehjabeen  
Professor  
Institute of Business Administration  
University of Dhaka  
Dhaka-1000

Dear Dr. Mehjabeen:

With reference to your application dated December 11, 2023, this is to inform you that you have been granted earned leave of 05 days from January 01, 2024 to January 05, 2024 with permission to prefix December 24, 2023 to December 31, 2023 (university vacation) by the Honorable Vice-Chancellor, University of Dhaka for going to Thailand for medical check-up.

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 the above purpose.

I am also informing you that as authorized under Prime Minister Secretariat's Office Letter No. 03.069.025.06.00.003.2011-114 (500) dated 19-06-2011 the Vice-Chancellor has permitted you to leave the station and go to Thailand for the above purpose and stay there for the period mentioned above.


Sincerely,

-Sd-

Professor Mushtaque Ahmed  
Director (In-charge)

Copy forwarded for information and necessary action to:

1. The Secretary, Ministry of Education, Government of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka
2. The Secretary, Ministry of Establishment, Government of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka
3. The Director General, Immigration and Passport, Govt. of the People's Republic of Bangladesh
4. The Registrar, University of Dhaka
5. The Director of Accounts, University of Dhaka
6. The Director ICT (Information & Communications Technology) University of Dhaka.
7. Personal File.



Professor Mushtaque Ahmed  
Director (In-charge)