



BOU/Admin-2(469)/11/ ১৪৪৯

Date : 18 Choitra, 1430  
01 April, 2024

Office Order

This is to notify that the Vice-Chancellor of the Bangladesh Open University (BOU) is pleased to give permission with Ex-Bangladesh earned leave from 02-04-2024 to 06-04-2024 and scheduled leave of Eid-Ul-Fitr from 07-04-2024 to 16-04-2024 to **MS Sangita Morshed Librarian (In-charge), Library And Documentation Division, & Joint Director of International Academic Programme Wing (IAPW)**, BOU to visit United Kingdom (UK) for her family reasons. She will bear all the expenses for the said visit and as such, the Bangladesh Open University will have no financial obligation in this regard.

This notification is issued as authorized by letter No.03.069.025.06.00.003. 2011-144(500) dated-19.06.2011 of the office of the Prime Minister, Government of the People's Republic of Bangladesh.

*01/04/2024*  
**Md. Mahub Ul Islam**  
Joint Director (Personnel-1)  
+8801913900828

Copy forwarded for information & necessary action:

1. Secretary, Chancellor's Secretariat, Bangladesh Secretariat, Dhaka.
2. **MS Sangita Morshed Librarian (In-charge), Library And Documentation Division, & Joint Director of International Academic Programme Wing (IAPW), BOU.**
3. Secretary, Ministry of Education, Govt. of the People's Republic of Bangladesh.
4. Secretary, Ministry of Home Affairs, Govt. of the People's Republic of Bangladesh.
5. Secretary, Ministry of Establishment, Govt. of the People's Republic of Bangladesh.
6. Secretary, Ministry of Foreign Affairs, Govt. of the People's Republic of Bangladesh.
7. Secretary, University Grants Commission, Agargaon, Ser-E-Bangla Nagor, Dhaka-1207.
8. Controller, Foreign Exchange Branch, Bangladesh Bank, Dhaka.
9. Director General, Immigration & Passport, Govt. of the People's Republic of Bangladesh.
10. Director, Finance and Accounts Division, BOU.
11. System Manager/Director, Computer Division, BOU ( Please take necessary action to upload the office order on BOU Website).
12. Personal Secretary, Office of the Vice-Chancellor, BOU.
13. Visa Officer, British High Commission of Dhaka, United Nations Road, Baridhara, Dhaka-1212 .
14. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka, Bangladesh.
15. PA to Registrar, BOU.
16. BOU Web site Address: <http://www.bou.ac.bd>
17. Personal file.