BOU/Admn-1(298)/23/ ৭৭৭৬

Date : ২৭ Vadro, 1432 / ১১ September, 2025

Office Order

This is to notify that the Vice-Chancellor of Bangladesh Open University (BOU) has granted earned leave from 01-06 October, 2025 to **Nayeema Sultana**, Lecturer (Marketing), School of Business, BOU with permission to visit Malaysia. She will bear all the expenses for the said visit and as such, the Bangladesh Open University will have no financial obligations in this regard.

This notification is issued as authorized by letter No. 03.069.025.06.00.003.2011-144(500) dt. 19-06-2011 of the Office of the Honorable Prime Minister, Government of the People's Republic of Bangladesh.

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Md. Abdul Karim
Joint Director (Personnel)
Bangladesh Open University

Copy forwarded for information & necessary action :

1. Secretary, Chancellor's Secretariat, Bangladesh Secretariat, Dhaka, Bangladesh.
2. Secretary, Ministry of Education, Bangladesh Secretariat, Dhaka, Bangladesh.
3. Senior Secretary, Ministry of Home Affairs, Govt. of the People's Republic of Bangladesh.
4. Senior Secretary, Ministry of Establishment, Govt. of the People's Republic of Bangladesh.
5. Secretary, Ministry of Foreign Affairs, Govt. of the People's Republic of Bangladesh.
6. Director, Foreign Exchange Branch, Bangladesh Bank, Dhaka.
7. Director General, Immigration & Passport, Govt. of the People's Republic of Bangladesh.
8. **Nayeema Sultana**, Lecturer (Marketing), School of Business, BOU.
9. Dean, School of Business, BOU.
10. Director, Finance and Accounts Division, BOU.
11. Director/System Manager, Computer Division, BOU. (to upload BOU web site).
12. Visa Officer, High Commission of Malaysian, House No-19, Road No- 6, Baridhara, Dhaka-1212.
13. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka, Bangladesh.
14. Ps to VC (for VC's kind information), VC's office, BOU, Gazipur.
15. Personal File.

ADMN-13(GO)