



Shahjalal University of Science and Technology
Sylhet-3114, Bangladesh
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General Branch
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Record Number: 37.01.9101.000.030.60.0341.16.542

Date: 09 Aug 2025

Office Order

The University authority is pleased to grant 05 (five) days earn leave from 31/08/2025 to 04/09/2025 affixing weekly holidays from 29/08/2025 to 30/08/2025 to **Mr. Mohammad Jakir Hossain, Upper Division Assistant in the Department of Food Engineering & Tea Technology**, Shahjalal University of Science and Technology, Sylhet, Bangladesh in order to visit Malaysia under the following terms and conditions. His Passport Number is **A11377308**

1. That no salary or portion thereof would be paid in foreign currency during his stay abroad.
2. That this University would not bear any expenses for his proposed visit.
3. That he would be bound to join the University after expiry of his leave.

09-08-2025

Kalam Ahmad Chowdhury
Registrar (In charge)
01711468636
registrar@sust.edu

Record Number: 37.01.9101.000.030.60.0341.16.542/1 (9)

Date: 09 Aug 2025

Copy for Kind Information and Necessary Action (Not in the order of seniority):

1. The Secretary, Ministry of Education, Bangladesh Secretariate, Dhaka-1000, Bangladesh;
2. Immigration Officer, Malaysia High Commission, Dhaka, Bangladesh.;
3. Immigration Officer, Shahajalal International Airport, Dhaka, Bangladesh;
4. Immigration Officer, M A G Osmani International Airport, Sylhet, Bangladesh;
5. Head, Department of Food Engineering & Technology, Shahjalal University of Science and Technology, Sylhet, Bangladesh;
6. Director of Accounts, Accounts Office, Shahjalal University of Science and Technology, Sylhet, Bangladesh;
7. Additional Registrar (PS to VC), Office of the Vice Chancellor, Shahjalal University of Science and Technology, Sylhet, Bangladesh;
8. Secretary to Pro-Vice Chancellor, Shahjalal University of Science and Technology, Sylhet, Bangladesh and
9. Mohammad Jakir Hossain, Upper Division Assistant, Department of Food Engineering & Tea

Technology, Shahjalal University of Science and Technology, Sylhet, Bangladesh.



A handwritten signature in black ink, appearing to be 'A F M Miftaul Hoque', on a light gray rectangular background.

10-08-2025

A F M Miftaul Hoque
Additional Registrar