No. BSMMU/2019/ 13510   Date: 12/12/2019

Office Order

Dr. Sheikh Saiful Islam Shaheen, Assistant Professor, Department of Transfusion Medicine of this university has been granted Ex-Bangladesh leave for his **Family visit** in Thailand. For this reason, he has been granted earned leave for 09 (Nine) days from 24/12/2019 to 01/01/2020 or from the date of availing of the leave (Not later than 31/12/2019). During this period Dr. Atiar Rahman, Associate Professor of the same department will look after the duties of **Dr. Sheikh Saiful Islam Shaheen**.

The University or the Government of Bangladesh will not bear any financial liability either in local or in foreign currency for this purpose.

By order,

Sd/-
(Prof. Md. Ashadul islam)
Additional Registrar

No. BSMMU/2019/ 13510(16)   Date: 12 /12/2019

Copy forwarded for information and necessary action to:

1. The High Commission/Embassy of Thailand in Bangladesh.
2. The High Commission/Embassy of Bangladesh in Thailand.
3. Director General, Passport & Immigration, Dhaka.
4. Director General/Consular Welfare, Ministry of Foreign Affairs, Govt. of Bangladesh, Dhaka.
5. Chairman, Department of Transfusion Medicine, BSMMU, Dhaka.
6. Director (Finance)/(Hospital)/Director (IT), BSMMU, Dhaka.
7. Director, Passport & Immigration, Hazrat Shahjalal International Airport, Dhaka.
8. Dr. Atiar Rahman, Associate Professor, Department of Transfusion Medicine, BSMMU, Dhaka.
9. **Dr. Sheikh Saiful Islam Shaheen,** Assistant Professor, Department of Transfusion Medicine, BSMMU, Dhaka **with the direction to submit departure/arrival report in due time through proper channel.**
10. P.S. to Vice Chancellor, BSMMU, Dhaka.
11. P.S. to Pro Vice Chancellor (Research & Development)/(Academic)/ (Administration)/ Treasurer, BSMMU, Dhaka.
12. P.O. to Registrar, BSMMU, Dhaka.
13. BSMMU Web: www.bsmmu.edu.bd.

Additional Registrar