



বঙ্গবন্ধু শেখ মুজিব মেডিক্যাল বিশ্ববিদ্যালয়  
**Bangabandhu Sheikh Mujib Medical University**

রেজিস্ট্রার অফিস

Office of the Registrar

No. BSMMU/2022/12221

Date: 07/12/2022

**Office Order**

**Momtaz Begum**, Assistant Nursing Superintendent of this University Hospital is hereby permitted to leave the country for **Umrah Hajj to Makkah & Modina, K.S.A.** For this reason she has been granted earned leave for 25 (Twenty Five) days from 15/12/2022 to 08/01/2023 or from the date of availing of the leave. During this period **Jharna Mondal**, Assistant Nursing Superintendent of this University Hospital will look after the duties of **Momtaz Begum**.

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

By order,

Sd/-  
(Md. Abdul Alim)  
Deputy Registrar

No. BSMMU/2022/12221(15)

Date: 07/12/2022

**Copy forwarded for information and necessary action to:**

1. The High Commission/Embassy of **K.S.A** in Bangladesh.
2. The High Commission/Embassy of Bangladesh in **K.S.A.**
3. Director General, Immigration and Passport, Dhaka.
4. Dean, Faculty of Nursing, BSMMU, Dhaka.
5. Director, Passport & Immigration, Hazrat shahjalal International Airport, Dhaka/Any other port.
6. Director (Hospital), BSMMU, Dhaka.
7. Director (Finance & Accounts), BSMMU, Dhaka.
8. Nursing superintendent of BSMMU, Dhaka.
9. P.S.to Vice chancellor, BSMMU, Dhaka.
10. P.S. to Pro-Vice Chancellor (Research & Development)/(Academic)/(Admin)/Treasurer, BSMMU, Dhaka.
11. P.O. to Registrar, BSMMU, Dhaka.
12. **Momtaz Begum**, Assistant Nursing Superintendent, BSMMU, Dhaka **with the direction to Submit her departure/arrival report in due time through proper channel.**
13. **Jharna Mondal**, Assistant Nursing Superintendent, BSMMU, Dhaka.
14. University website – [www.bsmmu.edu.bd](http://www.bsmmu.edu.bd).
15. Office copy.

*Alina*  
07.12.2022  
(Mst. Nahida Akhter)  
Section Officer  
Registrar Office.

I3F:\Nursing Section\EHS\out country leave order2022.docx