

People's Republic of Bangladesh  
Ministry of Education  
Secondary and Higher Education Division  
General Public University Section  
www.shed.gov.bd

No. 37.00.0000.000.079.08.151.07 (part)-240

Date: 23 May 2026

**Office Order**

The undersigned is directed to convey sanction of the government in favour of the following teacher for travelling to India for treatment on Leave not due as mentioned below:

Name	Period	Purpose	Country
Tanjila Hasan (passport no. EM0777027), Associate Professor, Department of Medicine and Surgery, Chattogram Veterinary and Animal Sciences University, Chattogram.	02 (two) months from 06.03.2026 to 04.05.2026 in the continuation of prior leave.	Treatment	India

2. The terms and conditions of the above-mentioned visit are as follows:
- She will sign a guarantee to return to the country after completing her treatment;
  - She shall not stay abroad beyond the period of leave not due approved and shall report back to the University immediately after her return to the country;
  - No expenses of the travel shall be borne by the Government of Bangladesh or the University;
  - All the responsibilities relating to this visit shall lie with the University which has been recommended the travel;
  - University authority will execute the necessary agreement with her;
  - The University authority shall make sure that the academic activities of the University are not affected by her absence;
  - In case she leaves her current job before completing the sanctioned unpaid leave (from 06.03.2026 to 04.05.2026) after joining her work at the end of the leave, she will have to deposit 15% of the salary withdrawn during the leave period with interest to the University Fund.
3. This order is issued with the approval of the competent authority.

*Sultan*  
23.05.2026

(Md. Sultan Ahmed)  
Assistant Secretary  
Phone-55100337

E-mail: ds\_univ1@moedu.gov.bd

No. 37.00.0000.000.079.08.151.07 (part)-240/1(12)

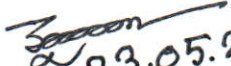
Date: 23 May 2026

Copies for kind information and necessary action (Not in accordance with seniority):

- Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
- Vice Chancellor, Chattogram Veterinary and Animal Sciences University, Chattogram.
- Additional Secretary (University Wing), Secondary and Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka.
- Director General, Immigration and Passport Department, Agargaon, Dhaka.
- PS to the Honorable Minister, Ministry of Education, Bangladesh Secretariat, Dhaka.
- PS to Secretary, Secondary and Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka.

P.T.O

7. Tanjila Hasan, Associate Professor, Department of Medicine and Surgery, Chattogram Veterinary and Animal Sciences University, Chattogram.
8. Director, Hazrat Shahjalal International Airport, Dhaka.
9. Registrar, Chattogram Veterinary and Animal Sciences University, Chattogram.
10. Deputy Director, Foreign Currency Regulation, Bangladesh Bank, Dhaka.
11. System Analyst, ICT Branch, Secondary and Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka (requested to upload the Office Order on the Ministry's Website).
12. Office Copy.

  
23.05.2026  
(Md. Sultan Ahmed)  
Assistant Secretary