

Government of the People's Republic of Bangladesh
Ministry of Education
Secondary & Higher Education Division
Scholarship and Engineering University Section
www.shed.gov.bd

No: 37.00.0000.080.08.001.21-142

Date: 13 July 2026

Office Order

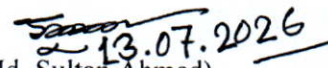
The undersigned is pleased to convey the sanction of the Government in favor of the following teacher of Bangladesh University of Textiles (BUTEX), Dhaka travelling to Japan to pursue Ph.D on study leave as mentioned below:

SL	Name & Designation	Program	Period	Country
01	Ms. Asma Ansary Asha (Passport No. B00233549) Assistant Professor Department of Textile Engineering Management; Bangladesh University of Textiles, Tejgaon, Dhaka National Pay Scale :35500-67010-/ Grade: 06	PhD Program, University of Fukui, Japan	01 (one) year from 23.04.2026 to 22.04.2027 or from the date of travel.	Japan

2.0 The following terms and conditions will be applicable to the travel above:

- a. No expenses of the travel shall be borne by the Government of Bangladesh or the University;
- b. She shall sign a guarantee to return to the country after completing her research;
- c. After joining her work, she shall submit a report to this division on the knowledge and expertise she has acquired through the completion of her research;
- d. She shall not stay abroad beyond the permitted time period and she shall join her workplace after returning to the country;
- e. All the responsibilities relating to this visit shall lie with the University which has been recommended the travel;
- f. University authority will execute the necessary agreement with her;
- g. The University authority shall make sure that the academic activities of the University are not affected by her absence;
- h. The leave must commence within 35 days from the date of approval of leave according to Rule 34 of appendix 8 of BSR Part-1.

3.0 This order is issued with the approval of the competent authority.


(Md. Sultan Ahmed)
Assistant Secretary
Phone : + 88 02 9512245
E-mail: ds_stp@moedu.gov.bd

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

01. Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka, Bangladesh;

02. Vice Chancellor, Bangladesh University of Textiles (BUTEX), Dhaka;
03. Additional Secretary (University), Secondary & Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka;
04. Director General, Department of Immigration and Passport, Agargaon, Dhaka;
05. PS to Minister, Ministry of Education, Bangladesh Secretariat, Dhaka;
06. PS to Secretary, Secondary & Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka;
07. Director, Hazrat Shahjalal International Airport, Dhaka;
08. Registrar, Bangladesh University of Textiles, Tejgaon, Dhaka;
09. Deputy Director, Foreign Currency Regulation, Bangladesh Bank, Dhaka;
10. Ms. Asma Ansary Asha, Assistant Professor, Department of Textile Engineering Management, Bangladesh University of Textiles, Tejgaon, Dhaka;
11. System Analyst, Secondary & Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka;
12. Office copy.


13.07.2026
(Md. Sultan Ahmed)
Assistant Secretary