Government of the People's Republic of Bangladesh
Ministry of Education
Secondary and Higher Education Division
Private University-1
www.shed.gov.bd

Record Number: 37.00.0000.078.25.001.2013 (Part-2)-334 Date : 20 September, 2026

Office Order

The undersigned is directed to convey Government's approval of ex-Bangladesh leave in favor of Mr. Zafor Ahommad Jahanger, Director, University Grants Commission of Bangladesh (UGC) for performing the Holy Umrah Hajj in Saudi Arabia from 15 December 2026 to 30 December 2026 or 16 (Sixteen) days (excluding travel time) from the date of departure under the following terms and conditions:

Terms and Conditions:

a) All expenses of this travel will be borne by himself. University Grants Commission of Bangladesh and Bangladesh Government will have no financial involvement in this regard;

b) He will return to work at the end of the journey and shall inform to Secondary and Higher Education Division, Ministry of Education;

c) While travelling he will receive his salary and allowances in Bangladeshi currency; and

d) The provision of Clause 34 of Appendix VIII of Rule 234 of BSR (Part-1) will be applicable for this approval.

2. Mr. Zafor Ahommad Jahanger's Mother (Anjuman Ara Begum), Wife (Rezwana Sharmin, Passport No: E00055277) and Son (Zafor Taiyeb, Passport No: A01271000) will accompany with him during this travel.

3. This order has been issued with the approval of the competent authority.

20/09/2026
Nayeema Khandakar
Deputy Secretary
Phone: 02223390672
nongovt.university1@moedu.gov.bd

Record Number: 37.00.0000.078.25.001.2013 (Part-2)-334 Date : 20 September, 2026

Copy for Kind Information and Necessary Action (Not according to seniority):

1) Senior Secretary, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka;
2) Foreign Secretary, Ministry of Foreign Affairs, Dhaka;
3) Chairman, University Grants Commission of Bangladesh (UGC), Dhaka;
4) Additional Secretary (University Wing), Secondary and Higher Education Division;
5) Director General, Department of Immigration and Passports, Dhaka;
6) General Manager, Foreign Exchange Control Department, Bangladesh Bank, Motijheel, Dhaka;
7) PS to the Hon'ble Secretary, Secondary and Higher Education Division;
8) Director, Hazrat Shahjalal International Airport, Dhaka;
9) Secretary, University Grants Commission of Bangladesh (UGC), Dhaka;
10) Systems Analyst, ICT Branch, Secondary and Higher Education Division.
11) Mr. Zafor Ahommad Jahanger (Passport No: F00000024), Director, University Grants Commission of Bangladesh (UGC), Dhaka;
12) Office Copy.

20/09/2026
Nayeema Khandakar
Deputy Secretary