



## University Grants Commission of Bangladesh

Agargaon, Sher-e-Bangla Nagar, Dhaka-1207  
Research Grants and Award Division  
Scholarship and Fellowship Section

Record Number: 37.01.0000.000.071.33.0002.25.232

Date: 12 Apr 2026

### Office Order

The authority of the University Grants Commission of Bangladesh (UGC) is pleased to grant UGC Post Doctoral Fellow **Dr. Md. Abdullah Al Mamun** (Passport NO-A12664527), Associate Professor, Department of English, Jashore University of Science and Technology, Jashore, 45 (Forty-Five) days Ex-Bangladesh leave (Duty Leave) with effect from 17-05-2026 to 30-06-2026 (or 45 days from the date of departure) to visit the Kingdom of Saudi Arabia for performing the Holy Hajj.

2. Relating to this visit following terms and conditions will be applied:

- (a) The period will be treated as Ex-Bangladesh leave (Duty Leave) on full average pay;
- (b) During the period, his Fellowship allowance will be paid in Bangladeshi currency as usual manner;
- (c) UGC or Government of the People's Republic of Bangladesh will not bear any financial liability either in local or in foreign currency in this regard;
- (d) After returning, he must report to UGC immediately on the due date as per usual norms/practices.

With the approval of the authority,

12-04-2026

Mohammad Nazrul Islam

Deputy Director

Phone : 01711277234

E-mail : mnazrul.ugc@gmail.com

Record Number: 37.01.0000.000.071.33.0002.25.232/1 (13)

Date: 12 Apr 2026

### Copy for Kind Information and Necessary Action (Not in the order of seniority):

1. His Excellency Ambassador, The Royal Embassy of Saudi Arabia in Bangladesh (Address: Baridhar a, Gulshan-2, Dhaka-1212);
2. Director General, Immigration and Passports, Agargaon, Dhaka;
3. Secretary, Administration Division, University Grants Commission of Bangladesh (UGC);

4. Director, Hazrat Shah Jalal (R) International Airport, Dhaka;
5. Registrar, Jashore University of Science and Technology, Jashore;
6. Professor Dr. A.R.M. Mostafizur Rahman (Supervisor), English Discipline, Khulna University, Khulna;
7. Additional Director, Research Grants and Award Sub-Division, University Grants Commission of Bangladesh (UGC);
8. Additional Director, Information and Communication Technology Sub-Division, University Grants Commission of Bangladesh (UGC) (With the request to upload this Office Order in the UGC website);
9. Private Secretary (Additional Director), Office of the Chairman, University Grants Commission of Bangladesh (UGC);
10. Dr. Md. Abdullah Al Mamun (UGC Post Doctoral Fellow), Associate Professor, Department of English, Jashore University of Science and Technology, Jashore;
11. Personal Officer (Additional Responsibility), Member's Office, University Grants Commission of Bangladesh (UGC);
12. Personal Officer (PO), Administration Division, University Grants Commission of Bangladesh (UGC) and
13. Personal Officer (PO), Research Grants and Award Division, University Grants Commission of Bangladesh (UGC).



A handwritten signature in black ink, appearing to read 'Akter Peris', written over a light blue rectangular background.

12-04-2026

Akter Peris

Senior Assistant Director (Phone:  
01710823259)