



বাংলাদেশ
বিশ্ববিদ্যালয় মঞ্জুরী কমিশন

Government of the People's Republic of Bangladesh
University Grants Commission of Bangladesh
Agargaon, Sher-e-Bangla Nagar, Dhaka-1207
Tel:0088-58160106, Fax:0088-02-58160203
www.ugc.gov.bd, E-mail: secretary@ugc.gov.bd

Bearer/By courier

Ref : UGC/Admin/1(302)/2000/ ৯৬৭

Dated: 14 May, 2026

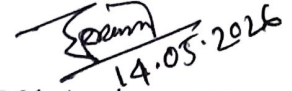
Office Order

The authority of the University Grants Commission of Bangladesh (UGC) is pleased to grant Mr. Md. Omar Faruque (Passport NO- E00050667), Director, Information and Communication Technology Division, UGC, 05 (Five) days Ex-Bangladesh leave (Earned Leave) with effect from 17-05-2026 to 21-05-2026 (or 05 days from the date of departure) to visit Singapore for his treatment.

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

- The period will be treated as Ex-Bangladesh leave (Earned leave) on full average pay;
- During the period, his salary and allowances will be paid in Bangladeshi currency as usual manner;
- 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;
- After returning, he must join UGC immediately on the due date as per usual norms/practice.

With the approval of the authority,


14.05.2026

Md. Asaduzzaman

Deputy Secretary

Phone : 88-02-58160211 (Office)

E-mail: zaman_acct@yahoo.com

Mr. Md. Omar Faruque
Director
Information and Communication Technology Division
University Grants Commission of Bangladesh
Agargaon, Dhaka-1207.

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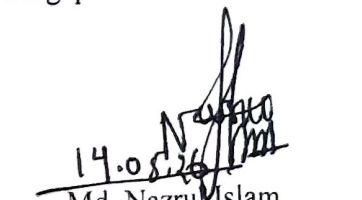
Dated: 14 May, 2026

Copy to (UGC) (Not according to seniority):

- Secretary, UGC, Dhaka.
- Director, Finance, Accounts and Budget Division, UGC, Dhaka.
- Additional Director, ICT Division, UGC, Dhaka. (With the request to upload this Office Order in the UGC website)
- Private Secretary (Additional Director) to the Chairman, UGC, Dhaka.
- 5-9. Assistant Secretary/Personal Officer, Office of the Member, UGC, Dhaka.
10. Personal Officer to the Secretary, UGC, Dhaka.
- 11-12. Personal file/Master file.

Copy to other offices (Not according to seniority):

- H.E. High Commissioner of Singapore to Bangladesh, High Commission of Singapore
Ventura Avenue (5th Floor), CWN(C)-8/B, Gulshan Ave, Dhaka 1212.
- Director General, Immigration and Passports, Agargaon, Dhaka.
- Director, Hazrat Shah Jalal (R) International Airport, Dhaka.


14.05.2026
Md. Nazrul Islam
Senior Assistant Secretary