

Khulna University  
Khulna, Bangladesh  
Office of the Registrar  
(Establishment-03)



Memo No.KU/ADMIN-809/06-

Date: February 27, 2022.

**Office Order**

In exercise of power entrusted by the concerned office order (Memo No. 03.069.025.06.00.003.2011-144(500) dated 19-06-2011 A.D. and 05-03-1418 B.E.) issued from the Secretariat of the Honourable Prime Minister of the People's Republic of Bangladesh, Mrs. Nargis Sultana, Assistant Registrar, Establishment-02 in Khulna University, Khulna, Bangladesh has been granted earned leave for 30 (thirty) days from 23 March to 21 April, 2022 and permitted 02 (two) days weekly holidays 22 & 23 April, 2022 for a total period of 32 (thirty two) days from 23 March to 23 April, 2022 for going to India As an attendant of her father's medical treatment in India. The Government of Bangladesh or the authority of Khulna University will have no financial involvement/contribution in this issue. She will be temporarily released from her duties at the University from the afternoon of 22 March, 2022.

This office order has been issued with the approval of the authority.

Mrs. Nargis Sultana  
Assistant Registrar  
Establishment-02  
Khulna University  
Khulna

Sd/-  
(Prof. Khan Golam Qaddus)  
Registrar (In-charge)  
E-mail : [registrar@ku.ac.bd](mailto:registrar@ku.ac.bd)

Memo No.KU/ADMIN-809/06- 103

Date: February 27, 2022.

Copy forwarded for information and necessary action to :

1. Secretary, Ministry of Education, Government of the People's Republic of Bangladesh, Dhaka
2. Secretary, Ministry of Home Affairs, Government of the People's Republic of Bangladesh, Dhaka
3. Secretary, Ministry of Foreign Affairs, Government of the People's Republic of Bangladesh, Dhaka
4. Director General, Passport and Immigration, Government of the People's Republic of Bangladesh, Dhaka
5. General Manager, Foreign Exchange Policy Department, Head Office, Bangladesh Bank, Dhaka
6. Director, ICT Cell, Khulna University, Khulna
7. Director, Finance and Accounts Division, Khulna University, Khulna
8. Section Head, Establishment-02, Khulna University, Khulna
9. Secretary to the Vice-Chancellor, Khulna University, khulna (requested to inform to the Hon'ble Vice-Chancellor)
10. Secretary to the Pro-Vice Chancellor, Khulna University, khulna (requested to inform to the Hon'ble Pro-Vice Chancellor)
11. Officer (In-charge), Passport and Immigration Office, all port of Bangladesh
12. Concerned file
13. Guard File

*Begum Samsunnahar*  
(Begum Samsunnahar)  
Deputy Registrar &  
Head of the Section (Establishment-03)  
Phone + 88041-751043  
E-mail: [estab03@ku.ac.bd](mailto:estab03@ku.ac.bd)