



Khulna University
Khulna
Office of the Registrar
Office of the Deputy Registrar (Establishment-
4)

Record Number: 37.01.4701.000.109.70.0001.23.223

Date: 23/12/2025

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 Honourable Prime Minister's Office, Government of the People's Republic of Bangladesh, Mrs. Shaela Shikder (Passport No-A09592183), Book Bandler, Kazi Nazrul Islam Central Library, Khulna University, Khulna, Bangladesh has been granted earned leave for 19 (Nineteen) days from 28 December 2025 to 15 January 2026 to perform Umrah Hazz in Kingdom of Saudi Arabia. The Government of Bangladesh or Khulna University authority will have no financial obligation in this connection with his going abroad. He will be temporarily released from his duties at the University from the afternoon of 27 December 2025. This office order has been issued with the approval of the authority.

23-12-2025

Professor Dr. S M Mahbubur Rahman
Registrar (In-charge)

Record Number: 37.01.4701.000.109.70.0001.23.223/1 (15)

Date: 23/12/2025

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

1. Secretary, Ministry of Foreign Affairs, Government of the People's Republic of Bangladesh, Dhaka;
2. Secretary, Ministry of Education, Government of the People's Republic of Bangladesh, Dhaka;
3. Secretary, Ministry of Home 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. Librarian, Kazi Nazrul Islam Central Library, Khulna University;
6. Director, ICT Cell, Khulna University (With request to publish on the website);
7. Controller of Foreign Currency, Bangladesh Bank, Dhaka;
8. Director (Finance & Accounts), Office of the Director (Finance & Accounts), Khulna University;
9. Secretary to Vice Chancellor, Office of the Vice-Chancellor, Khulna University;
10. Secretary to the Pro-Vice Chancellor & Section Officer, Office of the Pro VC, Khulna University;
11. Secretary to Treasurer, Office of the Treasurer, Khulna University;
12. Secretary to Registrar, Office of the Registrar, Khulna University;
13. Officer (In-charge), Passport and Immigration Office, All port in Bangladesh;
14. Mrs. Shaela Shikder, Kazi Nazrul Islam Central Library, Khulna University and
15. Concerned file.



A handwritten signature in black ink, appearing to read 'Kazi Md. Jalal Uddin'.

23-12-2025

Kazi Md. Jalal Uddin
Deputy Registrar and Head of the
Section