



BOU/Admin-3(204)/94/ ৮৮৬৫

Date: 25 Kartik 1432
10 November 2025

Office Order

This is to notify that the Vice-Chancellor of Bangladesh Open University (BOU) has granted earned leave from 25 November 2025 to 15 December 2025 and given permission to **Md. Shaheen Talokder**, Plumber, Engineering and Estate Division, BOU to Visit Kingdom of Saudi Arabia (KSA) for performing Holy Omrah Hajj. He will bear all the expenses for the said visit and as such the Bangladesh Open University will have no financial obligations in this regard.

This notification is issued as authorized by letter No. 03.069.025.06.00.003.2011-144 (500) dt 19.06.2011 of the Office of the Prime Minister, Government of the People's Republic of Bangladesh.


10.11.2025

Md. Abdul Karim
Joint Director (Personnel)

বাংলাদেশ উন্মুক্ত বিশ্ববিদ্যালয় কম্পিউটার বিভাগ সিস্টেম ম্যানেজার/পরিচালক এর কার্যালয়
ডায়েরী নং: ৩৭৫৭
তারিখঃ ২১/১১/২৫
সিস্টেম এনালিস্ট/ডেপুটি সিস্টেম এনালিস্ট/ওয়েব মাস্টার/ হাঙ্গারি: প্রোগ্রামার/ASANA
সিস্টেম এনালিস্ট/হার্ডওয়্যার ইঞ্জিনিয়ার/HME সিস্টেম এনালিস্ট/কারী প্রোগ্রামার/AHME

Copy forwarded for information & necessary action :

1. Senior Secretary, Chancellor's Secretariat, Bangladesh Secretariat, Dhaka;
2. Senior Secretary, Ministry of Education, Govt. of the People's Republic of Bangladesh;
3. Senior Secretary, Ministry of Home Affairs, Govt. of the People's Republic of Bangladesh;
4. Secretary, Ministry of Foreign Affairs, Govt. of the People's Republic of Bangladesh;
5. Senior Secretary, Ministry of Public Administration, Govt. of the People's Republic of Bangladesh;
6. Secretary, University Grants Commission, Agargaon, Ser-E-Bangla Nagar, Dhaka-1207;
7. Director, Foreign Exchange Division, Bangladesh Bank, Dhaka;
8. Director General, Immigration & Passport, Govt. of the People's Republic of Bangladesh;
9. Director, Finance and Accounts Division, BOU. Gazipur;
10. Visa Officer, The Royal Embassy of Saudi Arabia, Gulshan Avenue, Dhaka;
11. System Manager/Director, Computer Division, BOU (Please take necessary action to upload the office order on BOU Website);
12. Immigration Officer, Hazrat Shah Jalal International Air-port, Dhaka/ Dorshona/ Benapole/ Haridaspur/Changra Bandha/Burimary/ Dawki, Tamabil/ Sonamoszid Checkpost, Bangladesh;
13. University Engineer, Engineering and Estate Division, BOU;
14. **Md. Shaheen Talokder**, Plumber, Engineering and Estate Division, BOU;
15. PS to VC (for VC's kind information), VC's office, BOU, Gazipur;
16. PA to Registrar, BOU;
17. BOU Website address: <http://www.bou.ac.bd>;
18. Personal File/ Office Copy.