



Rangamati Science & Technology University

Rangamati-4500

Phone : 0170-4383642, Web : www.rmstu.ac.bd

RMSTU/Establishment-01/Ex-Bangladesh Leave/96/2020/628

Date: 05.06.2024


Office Order

The Authority of the Rangamati Science and Technology University (RMSTU) is pleased to grant earned leave to (Ex-Bangladesh) Most. Habiba, Assistant Professor, Department of Tourism and Hospitality Management of this University for 07 (Seven) days with effect from 09th June, 2024 to 15th June, 2024 or the date of commencement of her journey to India.

2. This permission is granted under the following terms and conditions:

- The period will be treated as ex-Bangladesh leave on full average pay;
- During the period, her salary will be paid in Bangladesh currency as usual manner;
- Rangamati Science and Technology University and Government of the People's Republic of Bangladesh shall have no financial liability in this regard;
- Expenses occurred during the visit must be shown in Income Tax return.
- She shall return on or before 15/06/2024.
- She must submit a joining letter to RMSTU immediately after returning home as per rules of the University.

By Order of the Authority


Anil Jiban Chakma

Deputy Registrar (Establishment-01)

To,
Most. Habiba
Assistant Professor,
Department of Tourism and Hospitality Management
Rangamati Science and Technology University.

Copy to (RMSTU) :

1. **Dean, Faculty of Business Administration, RMSTU.**
2. Director (Accounts) RMSTU.
3. PS to VC (for kind information of the Vice Chancellor), RMSTU.
4. Mr. Md. Mynoddin, Lecturer, Department of Computer Science and Engineering (To publish on the website), RMSTU.
5. Assistant Registrar, Establishment-2, RMSTU.
6. Assistant Registrar, Admin Section, RMSTU.
7. Assistant Registrar, Council Section, RMSTU.
8. PO to Pro-VC (for kind information of the Pro-Vice Chancellor), RMSTU.
9. Section Officer (Admin), Registrar Office, RMSTU.
10. Personal file.

Copy to (Others Offices) :

11. Director General, Passport and Immigration, People's Republic of Bangladesh, Dhaka, Bangladesh.
12. Maitree Express from Dhaka to Kolkata, Dhaka, Bangladesh Railway.
13. High Commission of India, Plot no-1, 3 Park Road, Dhaka-1212, Bangladesh.