

No: BOU/Admn-1(213)/12/ ১৭১৫

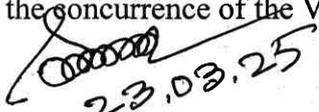
Date: 09 Caitra 1431  
23 March 2025

## Office Order

This is to notify that the Bangladesh Open University (BOU) is hereby extending Study Leave to **Runu Biswas**, Assistant Professor (Mathematics), Open School, Bangladesh Open University for a period of 01 (one) year to undertake PhD programme under UGC PhD fellowship programme in the Department of Mathematics, Dhaka University of Engineering and Technology (DUET), Gazipur as per decision of the 102<sup>nd</sup> meeting of Standing Committee for Advanced Studies, Training and Research of BOU held on 10 March 2025 on the following terms and conditions:

1. That the leave will be effective from 02 February 2025;
2. That on return, after completion of the said study, she will work in Bangladesh Open University for the same period of leave availed of, failing for which she will have to pay the BOU compensations as may be assessed by the university authority;
3. That the progress and standard of study should be satisfactory and she should send progress reports on expiry of every 6 (six) months;
4. That she will join Bangladesh Open University as soon as she completes the said course;
5. That her service during her study leave will be governed by BOU rules;
6. BOU will not bear any expenses for her said study at Dhaka University of Engineering and Technology (DUET), Gazipur;

This has the concurrence of the Vice-Chancellor of Bangladesh Open University.

  
23.03.25  
**Dr. Md. Showkat Ali**  
Joint Director (Training)  
Administration Division, BOU  
Mobile: 01724208681

বাংলাদেশ উন্মুক্ত বিশ্ববিদ্যালয়	
কম্পিউটার বিভাগ	
সিস্টেম ম্যানেজার/পরিচালক এর কার্যালয়	
ডায়েরী নং.....	2866
তারিখঃ.....	26/3/25
সিস্টেম এনালিস্ট/হেপট সিস্টেম এনালিস্ট/ওয়েব মাস্টার/ সহঃ প্রোগ্রামার/ASANA	
সহঃ সিস্টেম এনালিস্ট/হার্ডওয়্যার ইঞ্জিনিয়ার/HME	
সহঃ পরিচালক/সহকারী প্রোগ্রামার/AHME	

**Copy forwarded for information and necessary action to:**

1. Runu Biswas, Assistant Professor (Mathematics), Open School, BOU;
2. Dean, Open School, BOU;
3. Director, Finance & Accounts Division, BOU;
4. Director/System Manager, Computer Division, BOU, Gazipur (for kind necessary action to upload the office order on BOU Website);
5. PS to VC (for VC's kind information), VC's Secretariat, BOU, Gazipur;
6. Joint Director (Addl. Charge), Personnel-1, Teacher Section, Administration Division, BOU, Gazipur;
7. Deputy Director, Registrar Office (for Registrar's kind information), BOU, Gazipur.
8. Personnel file / Office copy.