



N0: BOU/Admn-1(162)/05/3/22

Date : 02 Srabon, 1432  
17 July, 2025

## Office Order

This is to notify that the Vice-Chancellor of Bangladesh Open University (BOU) has granted earned leave from 02-11 September, 2025 to **Sakiba Ferdowsi**, Associate Professor (Education), School of Education (SOE), BOU with permission to visit Nepal. She 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 Honorable Prime Minister, Government of the People's Republic of Bangladesh.

17.07.2025

Md. Abdul Karim  
Joint Director (Personnel)  
Bangladesh Open University

বাংলাদেশ উন্মুক্ত বিশ্ববিদ্যালয় কম্পিউটার বিভাগ সিস্টেম ম্যানেজার/পরিচালক এর কার্যালয়	
ডায়েরী নং.....	২৩৯৫
তারিখঃ.....	২৬/৭/২৫
সিস্টেম এনালিস্ট/ডেপুটি সিস্টেম এনালিস্ট/ওয়েব মাস্টার/ সহঃ প্রোগ্রামার/ASANA	
সহঃ সিস্টেম এনালিস্ট/হার্ডওয়্যার ইঞ্জিনিয়ার/HME	
সহঃ পরিচালক/সহকারী প্রোগ্রামার/AHME	

Copy forwarded for information & necessary action

1. Senior Secretary, Chancellor's Secretariat, Bangladesh Secretariat, Dhaka, Bangladesh;
2. Senior Secretary, Ministry of Education, Bangladesh Secretariat, Dhaka, Bangladesh;
3. Senior Secretary, Ministry of Home Affairs, Govt. of the People's Republic of Bangladesh;
4. Senior Secretary, Ministry of Establishment, Govt. of the People's Republic of Bangladesh;
5. Secretary, Ministry of Foreign Affairs, Govt. of the People's Republic of Bangladesh;
6. Director, Foreign Exchange Branch, Bangladesh Bank, Dhaka;
7. Director General, Immigration & Passport, Govt. of the People's Republic of Bangladesh;
8. Sakiba Ferdowsi, Associate Professor (Education), SOE, BOU;
9. Dean, SOE, BOU;
10. Director, Finance and Accounts Division, BOU;
- ✓ 11. Director/System Manager, Computer Division, BOU. (to upload BOU web site);
12. Visa Officer, Visa Officer, Royal Nepalese Embassy, Road No-2, Baridhara, Dhaka-1212;
13. Immigration Officer, Hazrat Shahjalal International Airport Dhaka, Bangladesh;
14. PS to VC (for VC's kind information), VC's office, BOU, Gazipur;
15. Personal File.