


BOU/Admin-2(807)/19/1564

Date: 30, Choitro, 1432  
13, April, 2026

## Office Order

This is to notify that the Vice-Chancellor of Bangladesh Open University (BOU) is pleased to give permission with Ex-Bangladesh earned leave from 21-04-2026 to 22-05-2026 with permission to Visit in Kingdom of Saudi Arabia (KSA). From 21-04-2026 to 03-06-2026 (Including Eid-Ul-Azha vacation) to Mohammad Abu Sayem (Passport No. A02807635), Administrative Officer, Finance and Accounts Division, BOU to Perform Hajj in Kingdom of Saudi Arabia (KSA). He will bear all the expenses for the said visit and as such, Bangladesh Open University will have no financial obligation in this regard.

This notification is issued as authorized by letter No.03.069.025.06.00.003. 2011-144(500) dated-19.06.2011 of the office of the Prime Minister, Government of the People's Republic of Bangladesh.

  
20.04.2026  
**Md. Humayun Kabir Khan**  
Joint Director (Personnel-1)  
+8801711660801

বাংলাদেশ উন্মুক্ত বিশ্ববিদ্যালয়	
কম্পিউটার বিভাগ	
সিস্টেম ম্যানেজার/পরিচালক এর কার্যালয়	
ডায়েরী নং.....	৫৫০
তারিখঃ.....	২০/৪/২৬
সিস্টেম এনালিস্ট/ডেপুটি সিস্টেম এনালিস্ট/ওয়েব মাস্টার/ হেল্পিং প্রোগ্রামার/ASANA	<input checked="" type="checkbox"/>
সিস্টেম এনালিস্ট/হার্ডওয়্যার ইঞ্জিনিয়ার/HME	<input checked="" type="checkbox"/>
সিস্টেম এনালিস্ট/সহকারী প্রোগ্রামার/AHME	<input checked="" type="checkbox"/>

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### Copy forwarded for information & necessary action:

1. Mohammad Abu Sayem, Administrative Officer, Finance and Accounts Division, BOU.
2. Secretary, Chancellor's Secretariat, Bangladesh Secretariat, Dhaka.
3. Senior Secretary, Ministry of Education, Govt. of the People's Republic of Bangladesh.
4. Senior Secretary, Ministry of Home 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, Ministry of Foreign Affairs, Govt. of the People's Republic of Bangladesh.
7. Secretary, University Grants Commission, Agargaon, Ser-E-Bangla Nagar, Dhaka-1207.
8. Director, Foreign Exchange Branch, Bangladesh Bank, Dhaka.
9. Director General, Immigration & Passport, Govt. of the People's Republic of Bangladesh.
10. Director, Finance and Accounts Division, BOU.
- ✓ 11. System Manager/Director, Computer Division, BOU ( Please take necessary action to upload the office order on BOU Website).
12. Personal Secretary, Office of the Vice-Chancellor, BOU.
13. Visa Officer, The Royal Embassy of Saudi Arabia, House # 05 (NE) L, Road # 83, Gulshan Dhaka-1212.
14. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka, Bangladesh.
15. PA to Registrar, BOU.
16. BOU Web site Address: <http://www.bou.ac.bd>
17. Personal file.