



Memo No.: CVASU/Reg./P-806/2024/ 1511

Date: 25/08/2024

**OFFICE ORDER**

**Shifat Ara Noor**, Lecturer, Department of Fish Biology and Biotechnology, Faculty of Fisheries, Chattogram Veterinary and Animal Sciences University (CVASU), Chattogram, Bangladesh is hereby permitted to visit Japan from 18/09/2024 to 02/10/2024 to attend 'SAKURA SCIENCE Exchange Program'. She has been granted duty leave from 18/09/2024 to 02/10/2024 in this connection.

**Terms and conditions**

- (i) She will not be allowed to stay abroad more than the permitted period.
- (ii) She must come back to Bangladesh after granted leave and will resume teaching.
- (iii) There is no financial involvement of this University and Government of Bangladesh for her journey and all cost will be borne by the authority of Japan Science and Technology Agency (JST) or herself.

By the approval of the authority,

*Mirza Faruk Imam*  
 (Mirza Faruk Imam) 25.08.24  
 Registrar

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Copy forwarded for Information and necessary action to:

(Not according to seniority)

- 1-2. The Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka/Ministry of Education, Bangladesh Secretariat, Dhaka, Bangladesh.
3. H.E. the Ambassador, Embassy of Japan, Dhaka, Bangladesh.
4. H. E. the Ambassador, Embassy of Bangladesh, Japan.
5. Treasure, CVASU.
6. Dean/Director/Head ....., CVASU.
7. Director General, Department of Immigration and Passport, Dhaka, Bangladesh.
8. Director, Shah Amanat (Rah) International Airport, Chattogram / Shahjalal (Rah) International Airport, Dhaka, Bangladesh.
9. Controller of Foreign Exchange Control Department, Bangladesh Bank, Dhaka, Bangladesh.
10. Director, Department of Immigration and Passport, Chattogram, Bangladesh.
11. Director, ICT Cell, CVASU.
12. PS to VC, CVASU.
13. Shifat Ara Noor, Lecturer, Department of Fish Biology and Biotechnology, CVASU.
14. File/Master file.

*Nasir Ahmed*  
 (Nasir Ahmed) 25/8/24  
 Deputy Registrar