



Record No. CVASU /Reg./P-407/2015/ 1831

Date: 09/10/2025

**OFFICE ORDER**

Mr. Abdul Matin, Associate Professor, Department of Food Processing and Engineering, Faculty of Food Science and Technology, Chattogram Veterinary and Animal Sciences University (CVASU), Chattogram, Bangladesh is hereby permitted to visit Malaysia from 21/10/2025 to 01/11/2025 to attend the Universiti Malaysia Terengganu 2025 Convocation. He has been granted earned leave from 21/10/2025 to 01/11/2025 in this connection.

**Terms and conditions**

- (i) He will not be allowed to stay abroad more than the permitted period.
- (ii) He will have to submit a report to the university authority after returning home.
- (iii) There is no financial involvement of this University and Government of Bangladesh for his journey and all cost will be borne by himself.

By the approval of the authority,

*Mirza Faruk Imam*  
(Mirza Faruk Imam) 09.10.25  
Registrar

Date: 09/10/2025

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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 Malaysia, Dhaka, Bangladesh.
4. H.E. the Ambassador, Embassy of Bangladesh, Malaysia.
5. Dean/Head/ Director, ....., CVASU.
6. Director General, Department of Immigration and Passport, Dhaka, Bangladesh.
7. Director, Shah Amanat (Rah) International Airport, Chattogram / Shahjalal (Rah) International Airport, Dhaka, Bangladesh.
8. Controller of Foreign Exchange Control Department, Bangladesh Bank, Dhaka, Bangladesh.
9. Director, Department of Immigration and Passport, Chattogram, Bangladesh.
10. Director, ICT Cell, CVASU.
11. Mr. Abdul Matin, Associate Professor, Department of Food Processing and Engineering, CVASU.
12. PS to VC, CVASU.
13. File/Master file.

*Nasir Ahmed*  
(Nasir Ahmed) 09/10/25  
Deputy Registrar