



গাজীপুর কৃষি বিশ্ববিদ্যালয়

গাজীপুর-১৭০৬, বাংলাদেশ, টেলিফোন-(০২) ৯৯৬৬৯৫০২০, ফ্যাক্স-০২-৯৯৬৬৯৫০১৬, ৯৯৬৬৯৫০০০, পিএবিএক্স: ৯৯৬৬৯৫০১০-১৪

GAZIPUR AGRICULTURAL UNIVERSITY

GAZIPUR-1706, BANGLADESH, TELEPHONE-(02) 996695323, FAX-800-02-996695316, 996695333, PABX-996695310-14, WEB-www.gau.edu.bd

Memo No. GAU/Admin:/Per-479/08/3333

Dated: 03/05/2026

Professor Dr. Md. Abiar Rahman
Dept. of Agroforestry and Environment
Gazipur Agricultural University
Gazipur-1706
Cell# +8801552-495452
e-mail: abiar@gau.edu.bd
passport no.E00122964

Subject: Permission to attend "Asia Team Retreat and Science" Seminar in Indonesia.

With reference to your application dated 29-04-2026 you are allowed travel to Bogor, Indonesia and stay there from 7-13 June, 2026 (Without transit period) to Permission to attend "Asia Team Retreat and Science" Seminar in Indonesia under the following terms and conditions.

Terms and Conditions

1. During this period, you will be considered as on duty and you will be entitled for your salary and other allowances in Bangladeshi currency;
2. CIFOR and ICRAF will bear all cost and the government/GAU will have no financial involvement in this regard;
3. Upon arrival in Indonesia, you will have to register your name with Bangladesh Embassy in Indonesia;
4. You will not be allowed to stay abroad for beyond the approval period; You will maintain others rules and regulations of the Bangladesh government; and
5. Upon return to country from Indonesia, you will submit a joining letter with necessary documents to the Registrar.
6. In your absence Professor Dr. Noor Shaila Sarmin, Department of Agroforestry and Environment will take charge of Dean, Forestry and Environment and Professor Dr. Minhaz Ahmed, Department of Agroforestry and Environment will take charge of Head, Forest Ecology.
7. You are requested to attach your departure and arrival related documents with your joining letter.

Approved by The Vice-Chancellor.

03.5.2026

(Md. Abdullah Mridha)
Registrar (Current Charge)
Phone: 02 996695323
e-mail: registrar@gau.edu.bd
Dated: 03/05/2026

Memo No. GAU/Admin:/Per-479/08/3333

Copy for appraisal and necessary action to:

1. Secretary, Education/Home/Foreign/Establishment, Bangladesh Secretariat, Dhaka
2. Pro-Vice-Chancellor, GAU
3. Dean, Faculty of Forestry and Environment, GAU
4. Director General, Immigration and Passport Directorate, Agargoan, Dhaka
5. Controller (Foreign Currency), Foreign Currency Exchange Division, Bangladesh, Dhaka
6. Director, Hazrat Shahjalal International Airport, Dhaka
7. Head, Department of Agroforestry and Environment, GAU.
8. Professor Dr. Noor Shaila Sarmin, Department of Agroforestry and Environment, GAU.
9. Professor Dr. Minhaz Ahmed, Department of Agroforestry and Environment, GAU.
10. PS to Vice-Chancellor Office, GAU
11. Deputy Director (Finance and Accounts), GAU
12. System Analyst, ICT Cell, GAU for publishing in the GAU website
13. Assistant Registrar, Treasurer Office, GAU
14. Office File/ Master File

Asma
03-05-26

(Asma Akter)
Section Officer