



গাজীপুর কৃষি বিশ্ববিদ্যালয়

গাজীপুর-১৭০৬, বাংলাদেশ, টেলিফোন-(০২) ৯৯৬৬৯৫৩২৩, ফ্যাক্স-০২-৯৯৬৬৯৫৩১৬, ৯৯৬৬৯৫৩৩৩, পিএবিএক্স: ৯৯৬৬৯৫৩১০-১৪

GAZIPUR AGRICULTURAL UNIVERSITY

GAZIPUR-1706, BANGLADESH, TELEPHONE-(02) 996695323, FAX-880-02-996695316, 996695333, PABX-996695310-14, WEB-www.gau.edu.bd

Memo No. GAU/Admin/per:-471/07/3630

Date: 21.06.2026

From : Registrar (Current Charge)
Gazipur Agricultural University (GAU)
Gazipur-1706

To : Professor Dr. Noor Shaila Sarmin
Department of Agroforestry and Environment
Gazipur Agricultural University, Gazipur-1706
E-mail: noorshaila@gau.edu.bd
Mob:01816-923427
Passport No A01301212

Subject : Permission to attend GYA Annual General Meeting (AGM) and International Conference of Young Scientists in Germany.

In pursuance of your application on the above-mentioned subject, you are granted approval for attend GYA Annual General Meeting (AGM) and International Conference of Young Scientists in Germany from 28 June, 2026 to 05 July, 2026 Total 8 (Eight) days (With transit) under the following conditions.

Conditions:

1. You will be considered as on duties during the abovementioned period and you will get salary and related allowances in Bangladesh currency.
2. The Organizer will bear all the expenses for this trip. The Government of Bangladesh/GAU will not be involved in expense of the trip.
3. You have to register your name in the Bangladesh Embassy after your arrival in Germany.
4. You will not be allowed to stay in aboard in addition to your granted time.
5. You should obey all the traditional rules and regulations of the government.
6. You will submit a joining letter in prescribed form to the GAU after your return.
7. During your absence Professor Dr. Md. Abiar Rahman, Department of Agroforestry and Environment will hold the charge of the Department of Environmental Hazard and Disaster Management.
8. You are requested to attach your departure and arrival related documents with your joining letter.

Approved by the Vice-Chancellor

25.06.26

(Md. Abdullah Mridha)

Registrar (Current Charge)

Phone: 02 996695323

e-mail: registrar@gau.edu.bd

Date: 21.06.2026

Memo No. GAU/Admin/per:-471/07/3630

Copy distribution for information and necessary action.

1. Secretary Ministry of Education/ Ministry of Home/ Ministry of Foreign Affairs/ Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
2. Pro-Vice-Chancellor, GAU
3. Dean, Faculty of Forestry and Environment, GAU
4. Director General, Directorate of Immigration and Passport, Agargaon, Dhaka.
5. Controller, Foreign Currency, Foreign Currency and Exchange Division, Bangladesh Bank, Dhaka.
6. Secretary, Bangladesh University Grants Commission, Agargaon, Dhaka.
7. Director, Hazrat Shahjahal International Airport, Dhaka.
8. Head, Department of Agroforestry and Environment GAU
9. Head, Department of Environmental Hazard and Disaster Management, GAU
10. Professor Dr. Md. Abiar Rahman, Department of Agroforestry and Environment, GAU
11. PS to Vice-Chancellor, GAU
12. Deputy Director (Finance and Accounts), GAU
13. System Analyst, GAU- for publication in the website of the University
14. Office file/Master file.

25.6.26

(Mohammad Abu Al Bashar)

Deputy Registrar