

Memo no: HSTU/Est./A-566/2013/ 3236

Date: 04.03.2026

## Office Order

In exercise of the power vested by the Ministry of Education, Government the People's Republic of Bangladesh, Order No. EM/Sec: 18/Misc.-7/2007-347(30) dated 30 April 2007 the Vice-Chancellor of the University has been pleased to allow **Dr. Shefali Aktar** (PassportNo-EK0062574), Associate Professor, Department of Biochemistry and Molecular Biology, Hajee Mohammad Danesh Science and Technology University, Dinajpur-5200, Bangladesh, to travel to Australia for her child's treatment

2. **Dr. Shefali Aktar** has been granted earned leave with full average pay for the period of 91 (ninety one) days which effect from April 01, 2026 to June 30, 2026.
3. She will bear all travel-related expenses herself and the university will have no financial involvement in this matter.
4. She will draw her usual pay and allowances in local currency.
5. She will join her respective office after completion of her visit.

By the approval of Hon'ble Vice-Chancellor

Sd/-

(Professor Dr. Md. Abu Hasan)  
Registrar (Additional Charge)

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### Copy for Kind Information and Necessary Action (Not in the order of seniority):

1. The Secretary, Ministry of Foreign Affairs, Govt. of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
2. The Secretary, Ministry of Home Affairs, Govt. of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
3. The Secretary, Ministry of Education, Govt. of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
4. The Secretary, Ministry of Public Administration, Govt. of the People's Republic of Bangladesh, Bangladesh Secretariat Dhaka.
5. The Director General, Immigration & Passport, E-7, Agargaon, Sher-e-Bangla Nagar, Dhaka.
6. The Controller, Foreign Exchange Control Department, Bangladesh Bank, Dhaka.
7. The Immigration Officer, Australian High Commission, Bangladesh, 184 Gulshan Avenue, Gulshan-2, Dhaka.
8. The Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
9. Dean, Faculty of Agriculture, HSTU, Dinajpur, Bangladesh
10. Chairman, Department of Biochemistry and Molecular Biology, HSTU, Dinajpur, Bangladesh
11. Dr. Shefali Aktar, Associate Professor, Department of Biochemistry and Molecular Biology HSTU, Dinajpur.
12. Director (Finance), HSTU, Dinajpur.
13. Coordinator, IT Cell, HSTU, Dinajpur.
14. PS to Vice-Chancellor (For kind Infor'n of the Hon'ble V.C.), HSTU, Dinajpur.
15. PS to Pro-Vice Chancellor (For kind Infor'n of the Hon'ble Pro-V.C.), HSTU, Dinajpur.
16. PA to Treasurer (For kind Infor'n of the Treasurer), HSTU, Dinajpur.
17. Office Copy.

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04.03.26

Registrar (Additional Charge)

(Professor Dr. Md. Abu Hasan)  
Registrar (Additional Charge)  
Hajee Mohammad Danesh Science  
and Technology University, Dinajpur