



Memo no: CoU/Registrar/Person-923/2021/ 1012

Date: 01.03.2026


Order

Subject: Permission to proceed to Thailand, Singapore & Malaysia.

The authority of this university has permitted **Tarin Binte Enam**, Passport Number: **A09607081** to go to **Thailand, Singapore & Malaysia** for the purpose of travelling. On this purpose she has been granted 12 days outside Bangladesh leave (March 20 to 31, 2026). The leave from March 20 to 28 (09 days) will not be deducted from the account of her leave as the administrative and academic activities of this university will remain closed due to **Eid-ul-Fitr** and the leave from March 29 to 31 (03 days) will be treated as earned leave with full average pay. This order has been issued under the authority provided by the Government of Bangladesh Vide Memo No: 03.069.025. 06.00. 003.2011-144(500), dated the 19th June 2011.

The expenses relating to this purpose will be borne by herself. After ending the leave, she must be back to country and submit joining letter to the Registrar through respective authority.

By order


(Professor Dr. Mohammad Anwar Hossen)
Registrar (Additional Charge)
Comilla University
Cumilla, Bangladesh
Mobile: 01712-509430.

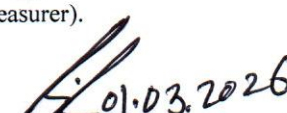
Tarin Binte Enam
Assistant Professor
Department of English
Comilla University
Cumilla, Bangladesh.

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Copy forwarded for information & necessary action to (Not in accordance with seniority):

1. Secretary, Ministry of Education, Govt. of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
2. Dean, Faculty of Arts and Humanities, Comilla University, Cumilla.
3. Head, Department of English, Comilla University, Cumilla.
4. Controller of Exam, Comilla University, Cumilla.
5. Director in Charge (F&A), Comilla University, Cumilla.
6. Director in Charge (ICT Cell), Comilla University, Cumilla.
7. Concern Immigration Officer of Bangladesh.
8. P.S to VC, Comilla University, Cumilla (for Informing the Honorable VC).
9. P.S to Pro-VC, Comilla University, Cumilla (for Informing the Honorable Pro-VC).
10. P.A to Treasurer, Comilla University, Cumilla (for Informing the Honorable Treasurer).
11. Personal File.
12. Office Copy.


(Biplob Majumder)
Deputy Registrar
Comilla University
Cumilla, Bangladesh.