



Khulna Agricultural University

Temporary Office: House No # 200 (1st phase), Road No #12, Sonadanga R/A, Khulna-9100

Ref: KAU/Reg. Office/Admin-2/Teacher-45/2020/ 1682

Date: 12.10.25

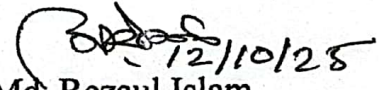
Office Order

The Authority of the Khulna Agricultural University (KAU), Khulna is pleased to grant Meer Rifath Jahan Usha, Assistant Professor, Department of Horticulture, Faculty of Agriculture, KAU, 14 (Fourteen) days duty leave with effect from 11-11-2025 to 24-11-2025 to join the International Conference COP-30 arranged by UNFCCC in Belem, Brazil with the following terms and conditions:

- The period will be treated as ex-Bangladesh leave on full average pay.
- During this period, her salary and allowances will be paid in Bangladeshi currency as usual.
- KAU or the Government of the People's Republic of Bangladesh will not bear any financial costs in this regard.
- She must join KAU immediately following the expiry of the leave period.

By order of the Vice-Chancellor

Meer Rifath Jahan Usha
Assistant Professor
Department of Horticulture
Faculty of Agriculture
Khulna Agricultural University, Khulna.

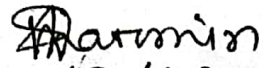

Md. Rezaul Islam
Registrar (In-Charge)
Khulna Agricultural University
Cell- +8801309000313

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Copy forwarded for information and necessary action to:

- 1) The Secretary, Secondary and Higher Education Division, Ministry of Education, The Government of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
- 2) The Secretary, Ministry of Foreign Affairs, The Government of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
- 3) The Secretary, Ministry of Home Affairs, The Government of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
- 4) Director General, Department of Immigration and Passport, Dhaka, Bangladesh.
- 5) The Honorable Ambassador, Embassy of Brazil in Dhaka, Symphony Building, 4th Floor 9 Road-142 Tejgaon Gulshan Link Road Dhaka 1212, Tel: (+880) 2 988 7667)
- 6) Dean(Acting), Faculty of Agriculture, KAU, Khulna.
- 7) Afsana Yasmin, Lecturer, Department of Horticulture, KAU, Khulna (with the request of performing her routine duty).
- 8) ICT Section, Khulna Agricultural University, Khulna. (With upload request on the university website)
- 9) PS to VC, Khulna Agricultural University, Khulna.
- 10) PA to Treasurer, Khulna Agricultural University, Khulna.
- 11) Office copy.


12.10.2025
Sharmin Parvin
Section Officer (Section-2)
Khulna Agricultural University