KHULNA AGRICULTURAL UNIVERSITY, KHULNA

Temporary Office: 327, Jashore Road, Uttar Mujgunni, Khalishpur, Khulna-9000.

Memo: KAU/Reg. Office/Admin-2/Teacher-45/2020/1651 Date: 01 -11-2026

Office Order

The Authority of the Khulna Agricultural University (KAU), Khulna is pleased to grant **MEER RIFATH JAHAN USHA,** Assistant Professor and Head (Acting) in the Department of Horticulture under the Faculty of Agriculture at Khulna Agricultural University, Khulna, 15 (Fifteen) days duty leave with effect from **09-11-2026 to 23-11-2026** to join the International Conference on COP 31 (UNFCCC) in Antalya, Turkey in accordance to the following terms and conditions-

(a) The period will be treated as ex-Bangladesh leave on full average pay.

(b) During this period, her salary and allowances will be paid in Bangladeshi currency as usual.

(c) KAU or the Government of the People's Republic of Bangladesh will not bear any financial responsibility in this regard.

(d) She must join KAU immediately following the expiry of the leave period.

By order of the Vice-Chancellor

01/11/26

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

MEER RIFATH JAHAN USHA
Assistant Professor
Department of Horticulture
Faculty of Agriculture
Khulna Agricultural University, Khulna.

Memo: KAU/Reg. Office/Admin-2/Teacher-45/2020/1651 Date: 01 -11-2026

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 Turkey, in 6 Felani Avenue (formerly Madani Avenue), Baridhara Diplomatic Zone, Dhaka 1212.
6) Dean(Acting), Faculty of Agriculture, KAU, Khulna.
7) Head (Acting), Department of Horticulture, Khulna Agricultural University, Khulna.
8) Afsana Yasmin, Assistant Professor, Department of Horticulture, KAU, Khulna (with the request of performing her routine duty).
9) ICT Section, Khulna Agricultural University, Khulna. (With upload request on the university website)
10) PS to VC, Khulna Agricultural University, Khulna.
11) PA to Treasurer, Khulna Agricultural University, Khulna.
12) Office copy.

Nahid 01.11.2026

Nahid Sultana Moon
Section Officer
Admin- 2 (Teacher)
Khulna Agricultural University.

CamScanner