



Office Order

Ref: PCIU/REG-OO 24 11/30 01 (396)

Date: November 30, 2024

From: Office of the Registrar

To: All Concerned

This is for the information for all concerned that Mr. Md. Mahofuzur Rahman, Assistant Professor, Department of Business Administration & Coordinator, of Centre for Training and Development (CTD) will be on study leave from December 01, 2024. In his replacement Mr. Md. Musa, Associate Professor, Department of Business Administration will perform as the Coordinator of CTD for three (3) years effective from December 01, 2024.

Md. Obaydur Rahman

Md. Obaydur Rahman
Registrar

Ref: PCIU/REG-OO 24 11/30 01 (396)

Date: November 30, 2024

For kind information and necessary action: (not in order of seniority)

1. Office of the Hon'ble Chairman, Port City International University Trust
2. Office of the Vice Chancellor
3. Office of the Treasurer
4. Office of the All Deans
5. Office of the Controller of Examinations
6. All Chairmen/HOD's
7. Proctor
8. All Faculty Members
9. All Forum Coordinators
10. Joint Director, Finance
11. Advisor, Student Welfare
12. HoD, Accounts
13. HoD, IT is requested to update the information in the web-site.
14. **Mr. Md. Mahofuzur Rahman, Assistant Professor, Department of Business Administration:** You are requested to handover the charge to Mr. Md. Musa, Associate Professor, Department of Business Administration and co-operate him in discharging his duties & responsibilities.
15. **Mr. Md. Musa, Associate Professor, Department of Business Administration:** You are requested to take responsibilities from Mr. Md. Mahofuzur Rahman, Assistant Professor, Department of Business Administration and perform your duties and responsibilities in running all training activities smoothly.
16. Office Copy

Md. Obaydur Rahman
Joint Registrar

