



BGMEA University of Fashion and & Technology (BUFT)

Excellence through Education

Main Campus: Nishatnagar, Turag, Uttara, Dhaka-1230 Tel: 58950986, 58950987 & 48950535, Email: info@buft.edu.bd
Old Campus: 105 SR Tower, Uttara Model Town, Sector-7, Dhaka-1230. www.buft.edu.bd

Ref: BUFT/Admin/19/149

17 February 2019

INTEROFFICE MEMORANDUM

Annual Picnic-2019

Annual Picnic-2019 for all ranks of BUFT has been arranged on 20th February 2019 (Wednesday). The **Aladin's Park** located at Sithi, Kulla, Dhamrai has been selected as the Picnic Spot. All registered students, faculty members, officers and staff of BUFT are expected to join the picnic and make it a successful event. The registration fee for the faculty members, officers and staff will be deducted from their monthly salary.

Program Schedule

7:15 am	Assemble in front of BUFT
7:30 am	Depart from BUFT (wheel move sharp)
9:30 am	Arrival at the Picnic Spot
9:30 am-10:15 am	Breakfast
10:30 am - 12:40 pm	Games & Sports
12:45 pm - 2:15 pm	Prayer & Lunch
2:30 pm - 4:15 pm	Cultural Program
4:15 pm - 4:45 pm	Prize Distribution & Concluding Session
5:00 pm	Depart for BUFT (sharp)
7:00 pm	Arrival BUFT

All Committee heads are requested to ensure their respective duties and responsibilities accordingly. All designated faculty members/staff/instructors are to accompany the students in their respective buses as per the seating plan (seating as per plan is mandatory). Faculty members/officers/staff/instructors interested to swim in the Water Park are advised to carry appropriate swimming gears.

Registrar
BUFT

Copy To:

1. PS to the Chairman, Trustee Board.
2. PS to VC.
3. PA to Pro-VC.
4. Treasurer (Designated)
5. All Deans.
6. DSW.
7. CFO.
8. Head of Logistics.
9. All Committee Heads (Annual Picnic-2019).
10. Accounts.
11. Office copy



Date: 17 February 2019

Notice

Annual Picnic-2019 for all ranks of BUFT has been arranged on 20th February 2019 (Wednesday). The **Aladin's Park** located at Sithi, Kulla, Dhamrai has been selected as the Picnic Spot. All registered students of BUFT are to join the picnic and make it a successful event. They are required to collect the coupons from their respective Departmental Admin Officers/CRs latest by 19th February 2019.

Students interested to swim in the Water Park are advised to carry appropriate swimming gears. **All registered students are required to strictly follow the programme schedule (attached) and must seat in their respective buses as per the seating plan (seating as per plan is mandatory).**

Registrar
BUFT



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