



Date: 18 February 2019

Office Memo

Office of BUFT will remain closed on 19 February 2019 (Tuesday) on occasion of **Akhery Munazat of Biswa Ijtema.**

Concerned faculty members, officers and staff who are involved in any university work or special task, are required to manage the schedule accordingly.

By order

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 & Secretary of BOT.
7. Controller of Exam.
8. CFO.
9. Head of Logistics.
10. Director (P & D)
11. All Heads of the Departments/Director, BIFT.
12. Librarian.
13. Head (Acting) PRD.
14. IT Manager.
15. Office Copy.