



BANGLADESH INSTITUTE OF GOVERNANCE AND MANAGEMENT
(Affiliated to the University of Dhaka)

Memo No.: BIGM/Personnel/79/04/22-186

Date: 29 August 2023

TO WHOM IT MAY CONCERN

Whereas Mr. Al-Amin, S/O Mr. Kanchan Mia and Ms. Bakola working as an Assistant IT Officer at Bangladesh Institute of Governance and Management (BIGM) since May 08, 2023 and thereafter applied for the study leave for the period 19 September 2023 to 30 September 2025 to pursue Master's in Computer Science at Kumamoto University, Japan. He will be relieved from the institute to join the Master's program at Japan for the stipulated time.

Therefore, Bangladesh Institute of Governance and Management (BIGM) has no objection on his study leave. As per the employee's request, we hereby issuing this *No Objection Certificate (NOC)* to facilitate this purpose.

Furthermore, he was sincere and elegant in his duty throughout his service. We wish him good luck.

Mohammad Al-Amin
Additional Director (Strategic
Planning)

Distribution:

1. Associate Director, BIGM
2. All Wing Chief, BIGM
3. Deputy Director (Admin & Finance), BIGM
4. PS to Director (for kind information to the Director), BIGM
5. Accounts Officer, BIGM
6. Mr. Al-Amin, Assistant IT Officer, BIGM
7. Office copy.