



North Western University

Committed to 'World Class Education'

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Ref : NWU/Reg./Head Change/CSE/00/2026/407(1)

Date : 27 July 2026

Office Order (Revised)

Mr. Md. Mahedi Hasan, Assistant Professor, Department of Computer Science and Engineering (CSE), has been rendering his services successfully as Head of the same Department for over two years. His tenure as Head is over. As per the decision of the 81st BOT Meeting of NWU Trust, he is hereby released from his duties and responsibilities as Head of the Department of Computer Science and Engineering (CSE).

On the other hand, the same BOT (81st) Meeting assigned the responsibility of serving as Head of the Department of Computer Science and Engineering (CSE) to **Mr. M. Raihan**, Assistant Professor, CSE.

As per the decision of the 61st BOT Meeting of NWU Trust, the duration of a Head of any Department will be a maximum of 2 years, and he will act on the following terms and conditions:

Terms and Conditions:

1. The duration of his duties and responsibilities will be a maximum of two years.
2. He will perform his duties and responsibilities on an honorary basis.
3. The authority reserves the right to cancel this order at any time.
4. He will act as Head in addition to his normal duties and responsibilities.
5. He will avail other facilities as Head as per the rules of this university.
6. He is to perform other official works as per the instructions of the authority as and when required.

Mr. M. Raihan is requested to submit a formal joining report as Head to the Office of the Undersigned.

This Office Order will be effective from **August 1, 2026**.

By order of the authority,

(Dr. Sk. Shafiqur Rahman)

Registrar

North Western University, Khulna

Copy to (Not according to seniority):

1. Honorable Chairman, Board of Trustees, NWU Trust
2. Honorable Secretary and Trustee, Board of Trustees, NWU Trust
3. All Deans, NWU
4. All Heads, NWU
5. Director, Liaison, BOT
6. Director, IQAC
7. Proctor, NWU
8. Controller of Examinations, NWU
9. Mr. Md. Mahedi Hasan, Assistant Professor, CSE, is requested to Hand over the charge to the new Head of CSE, Mr. M. Raihan.
10. Mr. M. Raihan, Assistant Professor, CSE, is requested to take over the charge of Head from Mr. Md. Mahedi Hasan, former Head of CSE.
11. Director, F&A
12. PS to VC, NWU
13. Personal File
14. Office File