



# UNIVERSITY OF ASIA PACIFIC

ইউনিভার্সিটি অব এশিয়া প্যাসিফিক

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# UAP

UAP/1016/Admin/Vol.-VII/05

17. February 2021

As per the decision of the University authority, all DAOs are requested to send the vaccination status report as per following requirements:

1. List of faculty members, staff and students who have completed a) 1/2 doses of vaccination, b) completed the registration but did not take any dose, and c) who has not completed the registration.
2. Also DAOs are requested to compile the vaccination certificates of the faculty members, staff and students for future needs.

**DAOs are requested to provide these information of students, faculty members and staff to the Registrar's Office by 04.00 pm, 17 February 2022.**

Concerned departments/sections/offices are requested to cooperate regarding this matter.

By order of the Vice Chancellor.

**Abdullah Al Masud**  
Registrar

### Distribution:

1. Deans of Schools
2. Heads, Departments of Arch., BA, BS&H, CE, CSE, EEE, English, L&HR and Pharmacy
3. Controller of Examinations
4. Directors (DSW, IEERD, CRTTC, OIA, IQAC)
5. Deputy Registrar
6. Deputy Librarian
7. Deputy Controller of Examinations
8. In-Charge, Purchase and Procurement Section
9. In Charge, IT Section - for web update
10. In-Charge, HR Section – for information of all staff
11. Public Relations Department
12. Medical Center
13. Admission Office
14. University Engineering Office
15. DAO's, Departments of Arch., BA, BS&H, CE, CSE, EEE, English, L&HR and Pharmacy – for information of concerned students and faculty members
16. All Notice Boards

### Information:

1. Treasurer
2. Acting Director, Finance & Accounts
3. PS to VC- for kind information of the Vice Chancellor and Pro Vice Chancellor