



Ref: BIST/Regi.Dept./Registrar/Notice-2025(01)147

Date: 15-01-2025

Notice

Dear Concern,

(Teacher, Officer & Staff of BIST Hon's)

I think you already know about the Daily-Task activities on our website(www.bist.edu.bd/teacher). But you don't do/follow the BIST Daily-Task rules & regulation. So, it's a strict decision by the BIST higher authority that you must complete below activities daily before leave office. If you miss your Daily task submission in time, then you have to show your valid reason. Without a major problem if anyone don't submit their Daily Task, that day will be count as absence day for them.

- **Submit Daily Task regularly till 6:00 PM**

About Daily task there was several notice & meeting. So strictly announcing that if anyone miss to submit daily task then without further notice or warning your salary will be deducted. It will be active from 16-01-2025.

- **Daily task must include your every activity in office class, task & works.**
- **If anyone don't have access to web-profile, then contact Registrar (Md. Shohidul Islam) at Register Office BIST as soon as possible.**

Authorized by: Principal, BIST.

Best Regards,

Engineer Md. Shohidul Islam

Registrar

Registration Department, BIST.

Copy: (Not based on seniority.)

1. Principal's Office Copy;
2. Director's Office Copy;
3. Accounts Department's Copy;
4. Department's Copy;
5. Project's Office Copy;
6. Office Copy.
7. Notice Board