

Government of the People's Republic of Bangladesh  
Ministry of Textiles and Jute  
Jute Section-1  
Bangladesh Secretariat, Dhaka.  
www.motj.gov.bd ; Fax-9566490

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Date: 26/10/2016

From : Khen Chan  
Deputy Secretary

To : Chief Accounts Officer  
Ministry of Textiles and Jute  
Segun Bagicha, Dhaka.

Subject: Government sanction for the visit of the delegation of Ministry of the Textiles and Jute to China.

Dear Sir,

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh in favour of the following delegation in as official visit to China from 05/11/2016 to 10/11/2016 for 06 (six) days or in the nearest time (excluding transit and travel time):


01.	Mr. A.K. Nazmuz Zaman Joint Secretary and Director, Bangladesh Jute Mills Corporation (BJMC), Motijheel C/A, Dhaka	Leader of delegation
02.	Ms. Khen Chan Deputy Secretary, Ministry of Textiles and Jute, Bangladesh Secretariat, Dhaka.	Member
03.	Md. Tofazzal Hossain Manager (maintenance), Karim Jute Mills Ltd, Demra, Dhaka.	Member

02. This sanction is subject to the following terms and conditions:

- (a) Official members of the delegation will be treated as on duty during the period of their visit including the transit.
- (b) All the expenses of the official members of the delegation in this connection will be borne by 'Bangladesh Machine Tools Factory Ltd. (BMTF)'.
- (c) The delegation will submit a report on the tour to the Ministry of Textiles & Jute within 09 (nine) days of their return.

03. This order is issued with the approval of the competent authority.

Yours Sincerely

  
26/10/16  
(Khen Chan)  
Deputy Secretary  
Phone-9571219  
Cell: 01918898799

Copy forwarded for kind information and necessary action to (not in order of seniority):

01. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka/ Principal Secretary, Hon'ble Prime Minister's Office, Tejgaon, Dhaka.
02. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka-1000.
03. Secretary, Ministry of Foreign Affairs, Segun Bagicha, Dhaka (with request to arrange issuance of a Note Verbale).
- 04.. Mr. Md. Mahmudul Hassan Phd, Chairman, Bangladesh Jute Mills Corporation (BJMC), Dhaka.
05. Mr. A.K. Nazmuz Zaman, Joint Secretary and Director, BJMC, Motijheel C/A, Dhaka.
06. H.E Ambassador, Embassy of the People's Republic of Bangladesh, 42, Guang Hua Lu, Chaoyang District Beijing-100600. People's Republic of China. .
07. Director General, Directorate of Immigration and Passport, Dhaka.
08. Director, Hazrat Shahjalal International Airport, Kurmitola, Dhaka.
09. Deputy Secretary (admin/coordination), Ministry of Textiles and Jute, Bangladesh Secretariat.
10. Ms. Khen Chan, Deputy Secretary, Ministry of Textiles and Jute, Bangladesh Secretariat.
11. PS to the Hon'ble Minister, Ministry of Textiles and Jute, Bangladesh Secretariat, Dhaka.
12. PS to Honorable state Minister, Ministry of Textiles and Jute.
13. PS to Secretary, Ministry of Textiles and Jute, Bangladesh Secretariat, Dhaka-1000.
14. Md Nurul Amin, Protocol officer, Ministry of Textiles and Jute, Bangladesh Secretariat.
15. Md. Tofazzal Hossain, Manager (maintenance), Karim Jute Mills Ltd, Demra, Dhaka.
16. Asstt. Programmer, Ministry of Textiles and Jute, Bangladesh Secretariat, Dhaka-1000.

  
(Khen Chan)  
Deputy Secretary