

Government of the People's Republic of Bangladesh
Ministry of Textiles & Jute
Bangladesh Secretariat, Dhaka.
www.motj.gov.bd

Memo No.24.00.0000.121.20.040.18-169

Dated: 10.05.2018

To: The Chief Accounts Officer
Ministry of Textiles and Jute
CGA, Bhaban, Sehunbagicha, Dhaka.

Sub: Government Approval to attend the "Study Tour" in Malaysia from 14th May to 17th May, 2018.

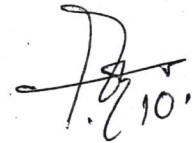
The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh to the following officials of Annual performance Agreement (APA) Team to attend the "Study Tour" to be held in Malaysia from 14th May to 17th May, 2018 or in the nearest period for 04 (four) days (excluding travel time) under the following terms and conditions:

No	Name, Designation and Office Address
01.	Mr. Md. Rezaul Quader, Additional Secretary, Ministry of Textiles & Jute, Dhaka.
02.	Ms. Shoheli Shirin Ahmed, Joint Secretary, Ministry of Textiles & Jute, Dhaka.
03.	Mr. KM Rafiqul Islam, Deputy Secretary, Ministry of Textiles & Jute, Dhaka.
04.	Mr. Md Nasir Uddin, Assistant Programmer, Ministry of Textiles & Jute, Dhaka.

2. The Terms & Conditions are as follows:

- The duration of visit including the transit time will be treated as on duty.
- They will draw their pay and allowances in local currency.
- All expenses will be borne from the FY 2017-18 budget of the Ministry of Textiles and Jute, as per existing Government rules and regulations from travel code No. 4801.
- On return from abroad, they will submit a report to the Ministry within 15 (Fifteen) days as per prescribed format.

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


10.05.2018

KM Rafiqul Islam
Deputy Secretary
Phone No. 9540228(Off)

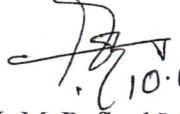
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Copy forwarded for kind information and necessary action (not According to Seniority):

- Cabinet Secretary, Govt. of the People's Republic of Bangladesh.
- Principal Secretary, Govt. of the People's Republic of Bangladesh.
- Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
- Secretary, Public Security Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
- Secretary, Ministry of Foreign Affairs, Segun Bagicha, Dhaka.
- H.E. The High Commissioner, The High Commission of Malaysia in Bangladesh, house no.19 Road No. 6 Baridhara, Dhaka 1212 Bangladesh.
- H.E. The High Commissioner, The High Commission for Govt. of the People's Republic of Bangladesh in Malaysia, Kuala Lumpur, 114, jalan U-Thant, 5500 Kuala Lumpur, Malaysia

08. Mr. Md. Rezaul Quader, Additional Secretary, Ministry of Textiles & Jute, Bangladesh Secretariat, Dhaka.
09. Director General, Immigration and passports, Agargoan, Dhaka.
10. Director, Hazrat Shah Jalal International Airport, Dhaka.
11. Mr. Shoheli Shirin Ahmed, Joint Secretary, Ministry of Textiles & Jute, Bangladesh Secretariat, Dhaka.
12. Mr. KM Rafiqul Islam, Deputy Secretary, Ministry of Textiles & Jute, Bangladesh Secretariat, Dhaka.
13. Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka.
14. Mr. Md. Nasir Uddin, Assistant programmer, Ministry of Textiles & Jute, Bangladesh Secretariat, Dhaka.
15. Assistant Programmer, Ministry of Textiles and Jute, Dhaka.
(With request to upload MOTJ website)
16. Protocal officer, Ministry of Textiles and Jute, Bangladesh Secretariat, Dhaka.


10.05.2018
K. M. Rafiqul Islam
Deputy Secretary