

Government of the People's Republic of Bangladesh
Ministry of Labour and Employment
Admin Section
www.mole.gov.bd

No:40.00.0000.011.25.009.15-1484

Date: 07/08/1424
21/11/2017

To : Chief Accounts Officer
Ministry of Labour & Employment
Segunbagicha, Dhaka.

Subject: **Participate in a study tour of "Best Practices in Occupational Safety & Health" to be held in Seoul & Ulsan, South Korea from 10-16 December 2017.**

The undersigned is directed to inform that the following delegation of Bangladesh will participate in a study tour of "Best Practices in Occupational Safety & Health" to be held in Seoul & Ulsan, South Korea from 10-16 December 2017. The particulars of the delegation are as below:

Sl. No	Name and Designation of Delegates	Position/Title
01.	Afroza Khan Secretary-in-Charge, Ministry of Labour & Employment, Dhaka.	Leader of Delegation
02.	Mr. Md. Shamsuzzaman Bhuiyan Inspector General (Additional Secretary), Department of Inspection for Factories and Establishments, Dhaka.	Member
03.	Mr. Sanjoy Kumar Ghosh Assistant Chief, Ministry of Labour & Employment, Dhaka.	Member
04.	Dr. Syed Abul Ehsan Joint Inspector General, Department of Inspection for Factories and Establishments, Dhaka.	Member
05.	Mr. Md. Mahfuzur Rahman Bhuiyan Deputy Inspector General, Department of Inspection for Factories and Establishments, Dhaka.	Member

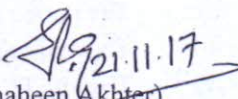
2. The terms and conditions of this sanction are mentioned below:
 - i) The visit will commence on 10 December 2017 or from the date of departure;
 - ii) The period including transit will be treated as on duty;
 - iii) They will draw their usual pay and allowances from Bangladesh in local currency;
 - iv) They will leave South Korea for Dhaka on 16 December 2017 or on any nearby date;
 - v) All the expenses and allowances will be born from the regular budget of 2017-2018 financial year of Department of Inspection for Factories and Establishments, Dhaka.
3. The undersigned is also directed to convey the permission of Mr. Md. Shamsuzzaman Bhuiyan, Inspector General, Department of Inspection for Factories and Establishments under the Ministry of Labour and Employment will be accompanied by his Spouse Mrs. Zannatul Ferdous (**Passport No. BC 0705296**) at his own cost.
4. This order is issued with the approval of the competent authority.

Sid
(Shaheen Akhter)
Deputy Secretary (Admin.)
Phone: +880 2 9514073
Email: dsadmin@mole.gov.bd

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21/11/2017Copy forwarded for kind information and necessary action to:(Not in accordance with seniority)

1. Cabinet Secretary, Cabinet Division, Dhaka / Principal Secretary, Prime Minister's Office, Tejgaon, Dhaka.
2. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
3. Mrs. Afroza Khan, Secretary-in-Charge, Ministry of Labour & Employment, Dhaka.
4. Mr. Md. Shamsuzzaman Bhuiyan, Inspector General, Department of Inspection for Factories and Establishments, Dhaka.
5. Director General, Department of Immigration and Passport, Agargaon, Dhaka.
6. Director General (Consular & Welfare), Ministry of Foreign Affairs, Dhaka **(Requested to kindly issue a note verbal in this purpose).**
7. P.S to Hon'ble State Minister, Ministry of Labour & Employment, Bangladesh Secretariat, Dhaka.
8. P.S to Secretary, Ministry of Labour & Employment, Bangladesh Secretariat, Dhaka.
9. Director, Hazrat Shahjalal International Airport, Dhaka.
10. Mr. Sanjoy Kumar Ghosh, Assistant Chief, Ministry of Labour & Employment, Dhaka.
11. Dr. Syed Abul Ehsan, Joint Inspector General, Department of Inspection for Factories and Establishments, Dhaka.
12. Mr. Md. Mahfuzur Rahman Bhuiyan, Deputy Inspector General, Department of Inspection for Factories and Establishments, Dhaka.
13. Mr. Wu Jung Bae, Manager, International Programms, Korea Occupational Safety & Health Agency(KOSHA)
14. Programmer, please upload www.mole.gov.bd
15. Accounts Officer, Ministry of Labour & Employment, Dhaka.
16. Accounts Officer, Department of Inspection for Factories and Establishments, Dhaka.
17. P.O. to Additional Secretary (Admin.), Ministry of Labour & Employment, Bangladesh Secretariat, Dhaka.
18. P.O. to Joint Secretary (Admin.), Ministry of Labour & Employment, Bangladesh Secretariat, Dhaka.
19. Mr. Md. Hannan Sarder, Protocol Officer, Ministry of Labour & Employment, Dhaka.
20. Office Copy.


(Shaheen Akhter)
Deputy Secretary (Admin)