

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

No:40.00.0000.011.25.017.17(Part-1)-

Date: 20/09/1424
03/01/2018

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

Subject: Participation of an observer team at the end of "Specialists Programme-2" from 07-02-2018 to 09-02-2018 in Singapore.


The undersigned is directed to convey the sanction of the following delegates from Ministry of Labour and Employment to participate as an observer team at the end of "Specialists Programme-2" from 07-02-2018 to 09-02-2018 in Singapore.

Sl. No	Name & Designation	Position/Title
1.	Afroza Khan Secretary-in-Charge Ministry of Labour & Employment, Bangladesh Secretariat, Dhaka.	Team Leader
2.	Mr. Md. Shahjahan Miah Joint Secretary Ministry of Labour and Employment, Bangladesh Secretariat, Dhaka.	Member
3.	Mr. Habibur Rahman PS to Secretary (Deputy Secretary), Ministry of Labour and Employment, Bangladesh Secretariat, Dhaka.	Member

2. The terms and conditions of this sanction are mentioned below :

- i) The visit will commence on 06 February 2018 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 Singapore for Dhaka on 09 February 2018 or on any near by date.
- v) Accommodation will be borne by Nanyang Polytechnic International. Round air-ticket, transit, terminal and daily allowances will be borne from the regular budget of 2017-2018 financial year of the Ministry of Labour and Employment.

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

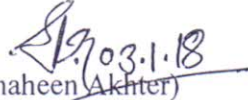

(Shaheen Akhter)
Deputy Secretary (Admin.)
Phone: +880 2 9514073(office)
E-mail: dsadmin@mole.gov.bd

No.40.00.0000.011.25.017.17 (Part-1)- 602

20/09/1424
Date:-----
03/01/2018

Copy for kind information and necessary action to (Not according to seniority):

01. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka/Principal Secretary, Prime Minister's Office, Tejgaon, Dhaka.
02. Senior Secretary, Ministry of Public Administration, Dhaka.
03. Foreign Secretary, Ministry of Foreign Affairs, Dhaka.
04. Afroza Khan, Secretary-in-Charge, Ministry of Labour and Employment, Dhaka.
05. Mr. Md. Shahjahan Miah, Joint Secretary, Ministry of Labour and Employment, Dhaka.
06. Director General (Consular & Welfare), Ministry of Foreign Affairs, Dhaka (**Requested to kindly issue a note verbal in this purpose**).
07. Director General, Department of Immigration and Passport, Agargaon, Dhaka.
08. PS to Hon'ble State Minister, Ministry of Labour and Employment.
09. PS to Secretary, Ministry of Labour and Employment, Dhaka.
10. Mr. Habibur Rahman, PS to Secretary (Deputy Secretary), Ministry of Labour and Employment, Dhaka.
11. Director, Hazrat Shahjalal International Airport, Dhaka
12. Mr. Anthony Woon, Director, Programmes & Services Group, Nanyang Polytechnic International, Singapore.
13. ✓ Programmer, Ministry of Labour and Employment, please upload www.mole.gov.bd
14. Accounts Officer, Ministry of Labour and Employment, Dhaka.
15. P.O to Additional Secretary (Admin), Ministry of Labour & Employment, Dhaka.
16. P.O to Joint Secretary (Admin), Ministry of Labour & Employment, Dhaka.
17. Mr. Md. Hannan Sarder, Protocol Officer, Ministry of Labour & Employment, Dhaka.
18. Office copy.


(Shaheen Akhter)
Deputy Secretary (Admin.)