

Government of the People's Republic of Bangladesh
Ministry of Disaster Management and Relief
(Training Branch)
Bangladesh Secretariat, Dhaka
www.modmr.gov.bd

Memo No. 51.00.0000.250.25.023.16-

Date: 21.11.2017

To : Chief Accounts Officer
Ministry of Disaster Management and Relief
16, Abdul Gani Road, Dhaka-1000.

Subject: Government Order to participate in "Training Course on Disaster Risk Reduction and Management" to be held from 04-13 December, 2017 or 10 (Ten) days from the date of travelling in Thailand and Indonesia.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh in respect of Mr. Mohammad Nasir Khan, Finance Officer Civil Relief (FOCR), Ministry of Disaster Management and Relief to participate in "Training Course on Disaster Risk Reduction and Management" to be held from 04-13 December, 2017 or 10 (Ten) days from the date of travelling in AIT, Thailand and Indonesia under the following terms and conditions:

- a. While participating in the training on journey to & from he will be treated as on duty.
 - b. He will draw his pay & allowances in local currency, no part of it shall be drawn in foreign currency.
 - c. All the expenses in this regard will be borne from MoDMR's Code no. "4840-Training expenses" of 2016-2017.
 - d. He will leave Dhaka for Thailand on 03 December, 2017 or on a nearer date and will leave Thailand for Dhaka on 15 December, 2017 or on a nearer date.
 - e. He will not be allowed to stay abroad more than 10 (Ten) days from the date of travelling.
 - f. He has to submit a report to the Ministry of Disaster Management and Relief within 15 (Fifteen) days of his return in the country.
02. This order is issued with approval of the competent authority.


Sd/-
(Sultana Sayeeda)
Deputy Secretary (Training)
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Memo No. 51.00.0000.250.25.023.16-227

Date: 21.11.2017

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

1. Senior Secretary, Ministry of Public Administration, Dhaka.
2. Secretary, Ministry of Foreign Affairs/ Home Affairs, Dhaka.
3. H.E. Ambassador, Thai Embassy in Dhaka, Bangladesh, House No. 14, Road No. 11, Baridhara, Dhaka-1212.
4. H.E. Ambassador, Embassy of the People's Republic of Bangladesh in Thailand, 47/8, Ekamai Soi 30, Sukhumbit 63, Bangkok 10110, Thailand.
5. H.E. Ambassador, Indonesian Embassy in Dhaka, Road No. 53 Plot No. 14 Gulshan - 2, Dhaka 1212.
6. H.E. Ambassador, Bangladeshi Embassy in Jakarta, Indonesia, Jalan Karang Asem Utara, Blok C4, No-12, Kav 42, Kuningan, Jakarta Selatan 12950, Indonesia.
7. Director General (Consular), Ministry of Foreign Affairs, Dhaka.
8. Director General, Immigration and Passport, Agargaon, Dhaka.
9. Dr. Jonathan Shaw, Executive Director, Asian Institute of Technology (AIT), P.O. Box 4, Klong Nueng, Klong Luang, Pathumthani 12120, Thailand.
10. Director (Asia), Ministry of Foreign Affairs, Dhaka (With request to issue Note Verbale).
11. Director, Hazrat Shahjalal International Airport, Dhaka.
12. PS to Secretary, Ministry of Disaster Management and Relief, Dhaka.
13. System Analyst, Ministry of Disaster Management and Relief, Dhaka (For uploading to website).
14. Mr. Mohammad Nasir Khan, Finance Officer Civil Relief (FOCR), Ministry of Disaster Management and Relief, Dhaka.


(Sultana Sayeeda)
Deputy Secretary (Training)