

Government of the People's Republic of Bangladesh
Ministry of Public Administration
Printing Section
www.mopa.gov.bd

No-05.00.0000.120.25.013.22-244

Date : 26 December, 2023

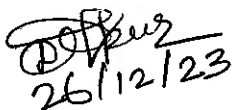
To : Chief Accounts and Finance Officer (CAFO)
Ministry of Public Administration
Segunbagicha, Dhaka.

The undersigned is directed to convey the Government's approval to the following officials for Pre-Shipment Inspection of **01 (One) Unit Fully Automatic Book Sewing Machine in Italy** from 09 January 2024 to 15 January 2024 or from the date of commencement of journey for **07 (Seven) days** excluding transit period under the following terms & conditions:

SL. No.	Name & Designation	Office Address
01.	MOHAMMAD MOFIZUR RAHMAN Deputy Director (Deputy Secretary)	Government Printing Press, Tejgaon Dhaka, Ministry of Public Administration, Dhaka.
02.	JATI PRUE Senior Assistant Secretary	Ministry of Public Administration, Dhaka.
03.	ABU FAHAD MD SUHAG Assistant Director	Department of Printing & Publications Ministry of Public Administration, Dhaka.
04.	PIJUSH SEN Executive Engineer	Bangladesh Industrial Technical Assistance Centre (BITAC), Chattogram.

2. Terms & Conditions:

- (a) The period of this visit including transit will be treated as on duty.
 - (b) Graphic Solution Limited, House No-28 Road No-01, Sector -06, Uttara, Dhaka will bear all the expenses of this visit.
 - (c) On return from abroad, officials will report to their office and submit a report to the Ministry of Public Administration within 15 (fifteen) days.
 - (d) They will draw their pay and allowances from their own offices in local currency.
 - (e) They will draw allowances admissible by rules.
 - (f) They will not be allowed to stay abroad beyond the approved period.
3. This order is issued with the approval of the competent authority.

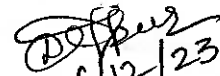

26/12/23
(Jati Prue)
Senior Assistant Secretary
Phone: 9511068
e-mail: adminprint@mopa.gov.bd

NO.- 05.00.0000.120.25.013.22-244/2(17)

Date : 26 December, 2023

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

01. Cabinet Secretary, Cabinet Division, Dhaka/Principal Secretary, Prime Minister's Office, Dhaka.
02. Secretary/Senior Secretary, Security Services Division/Public Security division, Ministry of Home Affairs, Dhaka.
03. H.E. the Ambassador, the Embassy of Italy in Bangladesh/ H.E. the Ambassador, the Embassy of the People's Republic of Bangladesh in Italy.
04. Additional Secretary(Administration), Ministry of Public Administration, Dhaka.
05. Director General, Department of Immigration & Passport, Agargaon, Dhaka
06. Director General, Department of Printing & Publications Tejgaon, Dhaka.
07. Director General (Consular), Ministry of Foreign Affairs, Dhaka (with request to issue Note Verbale).
08. P.S. to Hon'ble Minister of State, Ministry of Public Administration, Dhaka.
09. Director, Hazrat Shahjalal International Airport, Dhaka.
10. MOHAMMAD MOFIZUR RAHMAN, Deputy Director (Deputy Secretary), Government Printing Press, Tejgaon Dhaka, Ministry of Public Administration Dhaka.
11. P.S. to Senior Secretary, Ministry of Public Administration, Dhaka.
12. JATI PRUE, Senior Assistant Secretary, Ministry of Public Administration, Dhaka.
13. PIJUSH SEN, Executive Engineer, Bangladesh Industrial Technical Assistance Centre (BITAC), Chattogram.
14. Senior Systems Analyst, PACC, Ministry of Public Administration, Dhaka (with request to publish in the MOPA website).
15. ABU FAHAD MD SUHAG, Assistant Director, Department of Printing & Publications Ministry of Public Administration, Dhaka.
16. Proprietor, Graphic Solution Limited, House No-28 Road No-01, Sector -06, Uttara, Dhaka.
17. Office Copy/Master Copy.


26/12/23
(Jati Prue)

Senior Assistant Secretary