

(To be substituted by the same number and date)  
Government of the People's Republic of Bangladesh  
Ministry of Public Administration  
Foreign Training Branch  
[www.mopa.gov.bd](http://www.mopa.gov.bd)

No-05.00.0000.202.00.023.16-41

Date: 28/07/2016

To: Chief Accounts Officer  
Ministry of Public Administration  
22, Purana Paltan, Dhaka.

The undersigned is directed to convey the Government's approval to the following officers for participating in the Training Course to be held at Administrative Staff College of India (ASCI), India from 07/08/2016 to 16/08/2016 or nearer date as part of foreign exposure visit of 107<sup>th</sup> Advanced Course on Administration and Development (ACAD) held at BPATC under the terms and conditions described in para-02:

**Course Management**

Sl. No.	ID no.	Name	Designation	Place of posting
1	6144	Mr. Abu Tahir Mohammad Zaber	Deputy Secretary	Ministry of Public Administration
2	6559	Ms. Nafriza Shayma	Deputy Secretary	Ministry of Public Administration
3		Mr. Md. Moshir Rahman	Director	BPATC, Savar, Dhaka.
4	14496	Mr. Md. Masudur Rahman Bhuiyan	Deputy Director	BPATC, Savar, Dhaka.

**Participants**

Sl. No.	ID No.	Name	Designation	Place of Posting
1	6511	Dr. A.N.M. Bazlur Rashid	Military Estate Administrator (Deputy Secretary)	Central Circle, Dhaka
2	5954	Mr. A.T.M Kamrul Islam Tang	Deputy Secretary	Bangladesh National Parliament Secretariat
3	6403	Mr. Ahmed Faisal Imam	Deputy Secretary	Ministry of Food
4	5761	Ms. Hamida Chowdhury	Deputy Secretary	Ministry of Water Resources
5	6915	Kazi Safiqul Alam	Director (Deputy Secretary)	Anti Corruption Commission
6	6052	Mr. Md. Abdul Quaiyum	Chief Executive Officer (Deputy Secretary)	Zila Parishad, Rajbari
7	7598	Mr. Md. Badrul Anam Bhuiyan	Director (Joint Secretary)	Bangladesh Shilpakala Academy, Dhaka
8	6007	Mr. Md. Khalilur Rahman	Secretary (Deputy Secretary)	BCSIR, Dhaka
9	7555	Mr. Md. Rezaul Karim Sheikh	Deputy Project Director (Deputy Secretary)	Department of Food
10	6076	Mr. Md. Rezaul Maksud Jahedi	Director (Deputy Secretary)	Department of ICT, Dhaka
11	6266	Mr. Md. Saiful Islam	Deputy Secretary	Ministry of Food
12	5795	Mr. Md. Abu Bakar Siddique	Project Director (Deputy Secretary)	South Asia Tourism Infrastructure Development Project, Dhaka
13	6909	Mr. Md. Firoz Uddin Khalifa	Deputy Secretary	Bank and Financial Institution Division
14	6448	Mr. Mohammad Mofiqur Rahman	Deputy Secretary	Power Division
15	7686	Mr. Mohammad Rezaul Karim	Deputy Director (Deputy Secretary)	Export Promotion Bureau
16	6443	Mr. Mohammad Zakir Hossain	Additional Director (Deputy Secretary)	Bangladesh Bridge Authority
17	6558	Mr. Mohammed Nasir Uddin	Deputy Secretary	Ministry of Health and Family Welfare
18	6635	Mr. Muhammad Enam Chowdhury	Deputy Secretary	Attached to Ministry of Information
19	6335	Ms. Munima Hafiz	Deputy Secretary	Ministry of Public Administration
20	BD/8483	Mr. Munsur Ahmed	Wing Commander	Engineering, 28 Ground Branch, BAF
21	6916	Mr. S. M. Abdul Kader	Chief Executive Officer (Deputy Secretary)	Dhaka Cantonment
22	6107	Ms. Shakila Zerine Ahmed	Deputy Secretary	Ministry of Labour and Employment
23	5977	Mr. Mohammed Shoheler Rahman Chowdhury	Manager (Deputy Secretary)	Bangladesh Economic Zone Authority
24	6351	Mr. Md. Akhtaruzzaman	Deputy Secretary	Attached to Ministry of Expatriate's Welfare and Overseas Employment

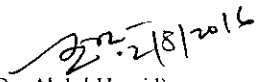
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25	BD/6367	Major Prosanta Kumar Bhowmik	Second in Command	40 East Bengal, Savar Cantonment
26	BN (P No. 1104)	Commander. A H M Shamcem	Secretary to Director General	Bangladesh Coast Guard
27	4668	Dr. Md. Kamrul Ahsan	Deputy Secretary	Road Transport and Highways Division
28	6755	Ms. Sagorica Nasrin	Deputy Secretary	Attached to Ministry of Information

02. **Terms & Conditions:**

- They will start their journey for India on a convenient date near to 07 August, 2016;
- The period of this training and the time spent for travel and transit will be treated as on duty;
- They will draw their pay and allowances in local currency;
- Under the head of training budget, the Ministry of Public Administration will bear all expenses of the said training;
- They will not be allowed to stay abroad more than the approved period;
- They will have to submit a report on the Training to the Foreign Training Branch of the Ministry of Public Administration within five days after their return from the Training.

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

  
(Dr. Abdul Hamid)  
Deputy Secretary  
Phone: +880-2-9574426  
sasft.mopa@gmail.com

No-05.00.0000.202.00.023.16-41 (100)

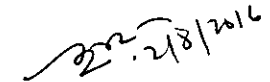
Date: 28/07/2016

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

- Cabinet Secretary, Cabinet Division, Dhaka.
- Principal Secretary, Prime Minister's Office, Dhaka.
- Senior Secretary,.....Ministry/Division.
- Secretary,.....Ministry/Division
- Rector, BPATC, Savar, Dhaka.
- Secretary, Anti Corruption Commission, Dhaka.
- H.E The High Commissioner, The High Commission of India in Bangladesh, House # 2, Road # 142, Gulshan, Dhaka
- H.E The High Commissioner, The Bangladesh High Commission in India, EP-39, Dr. S. Radhakrishnan Marg, Chanakyapuri, New Delhi-I10021.
- Director General, Immigration and Passport, Dhaka.
- Divisional Commissioner, Dhaka Division, Dhaka.
- Director General, Training Directorate, Armed Forces Division, Dhaka Cantonment, Dhaka
- Director General (Consular), Ministry of Foreign Affairs, Dhaka.
- Director, Hazrat Shahjalal International Airport, Dhaka.
- Accounts Officer, Ministry of Public Administration.
- Mr/Ms. ....

**Copy for kind information:**

- Additional Secretary/Additional Secretary (CPT/APD/Discipline/Administration), Ministry of Public Administration.
- Joint Secretary (Training/PACC/CR/ Budget & Audit), Ministry of Public Administration.
- PS to Hon'ble Minister, Ministry of Public Administration.
- PS to Hon'ble Minister of State, Ministry of Public Administration.
- PS to Senior Secretary, Ministry of Public Administration.
- Senior Systems Analyst, PACC, Ministry of Public Administration.

  
(Dr. Abdul Hamid)  
Deputy Secretary

নং-০৫.০০.০০০০.২০২.০০.০০৫.১৬-৩৯১

তারিখ: ০২/০৮/২০১৬ খ্রি.

**বিষয়: ভারতের Administrative Staff College of India (ASCI) তে অনুষ্ঠেয় ১০৭তম এসিএডি কোর্সের বিদেশ প্রশিক্ষণ অংশে অংশগ্রহণকারী কর্মকর্তাদের ত্রিফিং।**

উপর্যুক্ত বিষয়ের আলোকে জানানো যাচ্ছে যে, আগামী ০৭/০৮/২০১৬ হতে ১৬/০৮/২০১৬ মেয়াদে Administrative Staff College of India (ASCI), ভারতে অনুষ্ঠেয় প্রশিক্ষণে অংশগ্রহণের নিমিত্ত মনোনীত ১০৭তম এসিএডি কোর্সের নিম্নোল্লিখিত প্রশিক্ষণার্থীদের জন্য এক ত্রিফিং সেশন আগামী ০৪/০৮/২০১৬ তারিখ বৃহস্পতিবার বিকাল ০৩:০০ টায় জনপ্রশাসন মন্ত্রণালয়ের সম্মেলন কক্ষ (ভবন নম্বর-০২, ৪র্থ তলা) বাংলাদেশ সচিবালয়, ঢাকায় অনুষ্ঠিত হবে। উক্ত ত্রিফিং সেশনে জনপ্রশাসন মন্ত্রণালয়ের উর্ধ্বতন কর্মকর্তাসহ নিম্নোক্ত কর্মকর্তাগণ উপস্থিত থাকবেন:

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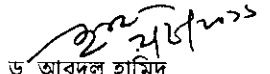
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22	6107	Ms. Shakila Zerine Ahmed	Deputy Secretary	Ministry of Labour and Employment
23	5977	Mr. Mohammed Shoheler Rahman Chowdhury	Manager (Deputy Secretary)	Bangladesh Economic Zone Authority
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২। উক্ত ব্রিফিং সেশনে মনোনীত কর্মকর্তাগণকে যথাসময়ে উপস্থিত থাকার জন্য নির্দেশক্রমে অনুরোধ করা হলো।

  
ড. আবদুল হামিদ  
উপসচিব  
ফোন: ৯৫৭৪৪২৬  
sasft.mopa@gmail.com

**বিতরণ:**

জনাব/বেগম, .....  
.....।

**অনুলিপি : সদয় অবগতির জন্য**

- ১। অতিরিক্ত সচিব/অতিরিক্ত সচিব (সিপিটি/প্রশাসন), জনপ্রশাসন মন্ত্রণালয়।
- ২। মহাপরিচালক, ট্রেনিং ডাইরেক্টরেট, সশস্ত্র বাহিনী বিভাগ, ঢাকা সেনানিবাস, ঢাকা।
- ৩। যুগ্মসচিব (প্রশিক্ষণ), জনপ্রশাসন মন্ত্রণালয়।
- ৪। উপসচিব, নিরাপত্তা-২ অধিশাখা, স্বরাষ্ট্র মন্ত্রণালয় (তালিকায় উল্লিখিত কর্মকর্তাগণকে সচিবালয়ে প্রবেশের অনুরোধসহ)।
- ৫। উপসচিব, প্রশাসন ২(৪) অধিশাখা, জনপ্রশাসন মন্ত্রণালয় (৩৫ জনের আপ্যায়নের ব্যবস্থা গ্রহণের অনুরোধসহ)।
- ৬। সিনিয়র সচিব মহোদয়ের একান্ত সচিব, জনপ্রশাসন মন্ত্রণালয় (সিনিয়র সচিব মহোদয়ের সদয় অবগতির জন্য)।