

(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.05.00.0000.202.00.028.17-06

Date : 07/01/2018

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 Exposure Visit to be held at the National Academy of Public Administration (NAPA), Vietnam from 28/01/2018 to 06/02/2018 or a nearer date as part of overseas exposure visit of 84<sup>th</sup> Senior Staff Course of BPATC under the terms and conditions described in para-02:

**Course Management**

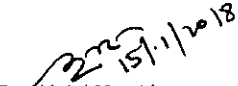
Sl. No	ID No.	Name	Designation	Place of Posting
1.	4866	Dr. Rizwan Khair	MDS (Joint Secretary)	BPATC, Savar, Dhaka
2.	6315	Ms. Amena Begum	Deputy Secretary	Ministry of Public Administration
3.	15978	Mr. Muhammad Shaheen Imran	Senior Assistant Secretary	Ministry of Public Administration
4.	16575	Mr. Md. Nazmul Islam Sarker	PS to Rector (Senior Assistant Secretary)	BPATC, Savar, Dhaka

**Participants**

Sl. No	ID No.	Name	Designation	Place of Posting
1.	5278	Mr. Swapan Kumar Ghosh	Director (Joint Secretary)	Bangladesh Film Development Corporation
2.	5676	Mr. Md. Azadur Rahman Mollick	Director (Joint Secretary)	Department of Environment, Chittagong
3.	5698	Mr. Kazi Ashraf Uddin	Joint Secretary	Local Government Division
4.	5703	Mr. Md. Nizam Uddin	Director (Joint Secretary)	Bangladesh Rural Development Board, Dhaka
5.	5705	Mr. Md. Ashraf Hossain	Joint Secretary	Cabinet Division (Office of the Register General of Birth and Death Registration)
6.	5729	Mr. Md. Mahbub-ul-Alam	Deputy Registrar General (Joint Secretary)	Birth and Death Registration
7.	5735	Ms. Nasreen Jahan	Joint Secretary	Attached to Ministry of Expatriates' Welfare and Overseas Employment
8.	5746	Mr. Md. A. Hamid Zamadder	Project Director (Joint Secretary)	Establishing Model Mosque and Islamic Cultural Centre Project, Islamic Foundation
9.	5825	Ms. Nuzhat Yasmin	Joint Secretary	Attached to Ministry of Water Resources
10.	5835	Ms. Khadiza Begum	Joint Secretary	Ministry of Cultural Affairs
11.	5858	Mr. Md. Zahurul Islam Rhoel	Joint Secretary	Ministry of Liberation War Affairs
12.	7475	Sheikh Faezul Amin	Joint Secretary	Power Division
13.	7519	Syed Mojibul Huq	Joint Secretary	Attached to Information and Communication Technology Division, Dhaka
14.	5738	Mr. Mohammad Abdus Sabur Chowdhury	Joint Secretary	Attached to Rural Development and Co- operatives Division, Dhaka
15.	5686	Mohammad Sukur Ali	Director (Joint Secretary)	National Sports Council
16.	5751	Mr. Md. Shafiqul Islam	Director (Joint Secretary)	Wage Earners' Welfare Board, Dhaka
17.	5689	Mr. Mohammad Moniruzzaman	General Manager (Joint Secretary)	Bangladesh Economic Zone Authority
18.	4018	Ms. Salima Jahan	Member (Joint Secretary)	SREDA, Power Division
19.	BN(P.No. 931)	Captain Shahjahan Seraj (G) PSC	Captain	BNS ULKA, Chittagong
20.	5568	Mr. Md. Moshir Rahman, ndc	OSD (Joint Secretary)	Ministry of Public Administration
21.	4166	Mr. Md. Hasanul Islam, ndc	OSD (Joint Secretary)	Ministry of Public Administration

**02. Terms & Conditions:**

- a. They will start their journey for Vietnam on a convenient date near to January 28, 2018;
  - b. The period of this visit and the time spent for travel and transit will be treated as on duty;
  - c. They will draw their pay and allowances in local currency;
  - d. Under the head of training budget, the Ministry of Public Administration will bear all expenses of the said visit;
  - e. They will not be allowed to stay abroad more than the approved period;
  - f. They will have to submit a report on the Exposure Visit to the Foreign Training Branch of the Ministry of Public Administration within five days after their return from the visit.
03. This order is issued with the approval of the competent authority.

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

No.05.00.0000.202.00.028.17-06/1(100)

Date: 07/01/2018

**Copy for Kind Information and Necessary Action: (not according to seniority)**

1. Cabinet Secretary, Cabinet Division, Dhaka.
2. Principal Secretary, Prime Minister's Office, Dhaka.
3. Senior Secretary,.....Ministry/Division.
4. Secretary,.....Ministry/Division
5. Rector, BPATC, Savar, Dhaka.
6. H.E. The Ambassador, Embassy of the Socialist Republic of Vietnam in Bangladesh, 14 CWS (B), Road 33/24, Gulshan, Dhaka 1212.
7. H.E. The Ambassador, Bangladesh Embassy in Vietnam, Daeha Business Center, 360 Kim Ma Street, Hanoi, Vietnam.
8. President, National Academy of Public Administration (NAPA), Hanoi, Vietnam.
9. Director General, Training Directorate, Armed Forces Division, Dhaka Cantonment, Dhaka.
10. Director General, Immigration and Passport, Dhaka.
11. Chief Security Officer, Hazrat Shahjalal International Airport, Dhaka (With request to allow above-mentioned officers to use VIP Lounge of Hazrat Shahjalal International Airport during their travel as per entitlement)
12. Director General (Consular), Ministry of Foreign Affairs, Dhaka.
13. Director, Hazrat Shahjalal International Airport, Dhaka.
14. Accounts officer, Ministry of Public Administration.
15. Mr/Ms.....

**Copy for Kind information :**

01. Additional Secretary/Additional Secretary (CPT/APD/Adminstration), Ministry of Public Administration.
02. Joint Secretary (Training/PACC/Budget & Audit), Ministry of Public Administration.
03. PS to Hon'ble Minister, Ministry of Public Administration.
04. PS to Hon'ble Minister of State, Ministry of Public Administration.
05. PS to Senior Secretary, Ministry of Public Administration.
06. Senior Systems Analyst, PACC, Ministry of Public Administration.

  
Dr. Abdul Hamid  
Joint Secretary

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার  
জনপ্রশাসন মন্ত্রণালয়  
বিদেশ প্রশিক্ষণ অধিশাখা  
[www.mopa.gov.bd](http://www.mopa.gov.bd)

নম্বর : ০৫.০০.০০০০.২০২.০০.০২৮.১৭-৩২

তারিখ : ২২.০১.২০১৮ খ্রি.

**বিষয়: ডিয়েনামের National Academy of Public Administration (NAPA) এ অনুষ্ঠেয় ৮৪তম সিনিয়র স্টাফ কোর্স (এসএসসি) এর বৈদেশিক এক্সপোজার ডিজিটে অংশগ্রহণকারী কর্মকর্তাদের ত্রিফিং।**

উপর্যুক্ত বিষয়ের আলোকে জানানো যাচ্ছে যে, আগামী ২৮.০১.২০১৮ হতে ০৬.০২.২০১৮ মেয়াদে National Academy of Public Administration (NAPA), ডিয়েনামে অনুষ্ঠেয় বর্ণিত এক্সপোজার ডিজিটে অংশগ্রহণের নিমিত্ত মনোনীত নিম্নলিখিত ৮৪তম এসএসসি কোর্সের প্রশিক্ষণার্থীদের জন্য এক ত্রিফিং সেশন আগামী ২৫.০১.২০১৮ তারিখ বৃহস্পতিবার সকাল ০৯:৩০ টায় জনপ্রশাসন মন্ত্রণালয়ের সম্মেলন কক্ষ (ভবন নম্বর-০২, ৪র্থ তলা) বাংলাদেশ সচিবালয়, ঢাকায় অনুষ্ঠিত হবে। এ ত্রিফিং সেশনে জনপ্রশাসন মন্ত্রণালয়ের উর্ধ্বতন কর্মকর্তাসহ নিম্নোক্ত কর্মকর্তাগণ উপস্থিত থাকবেন:

**Course Management**

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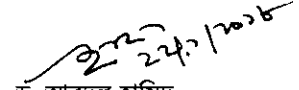
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14.	5738	Mr. Mohammad Abdus Sabur Chowdhury	Joint Secretary	Attached to Rural Development and Co-operatives Division, Dhaka
15.	5686	Mohammad Sukur Ali	Director (Joint Secretary)	National Sports Council

চলমান পাতা-০২

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18.	4018	Ms. Salima Jahan	Member (Joint Secretary)	SREDA, Power Division
19.	BN (P.No.931)	Captain Shahjahan Seraj (G) PSC	Captain	BNS ULKA, Chittagong
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21.	4166	Mr. Md. Hasanul Islam, ndc	OSD (Joint Secretary)	Ministry of Public Administration

২। উক্ত ব্রিফিং সেশনে মনোনীত কর্মকর্তাগণকে যথাসময়ে উপস্থিত থাকার জন্য নির্দেশক্রমে অনুরোধ করা হলো।

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

বিতরণ:

জনাব/বেগম, .....  
.....।

**অনুলিপি : সদয় অবগতির জন্য**

- ১। অতিরিক্ত সচিব/অতিরিক্ত সচিব (সিপিটি/প্রশাসন), জনপ্রশাসন মন্ত্রণালয়।
- ২। যুগ্মসচিব (প্রশিক্ষণ), জনপ্রশাসন মন্ত্রণালয়।
- ৩। উপসচিব, নিরাপত্তা-২ অধিশাখা, জননিরাপত্তা বিভাগ, স্বরাষ্ট্র মন্ত্রণালয় (তালিকায় উল্লিখিত কর্মকর্তাগণকে সচিবালয়ে প্রবেশানুমতির অনুরোধসহ)।
- ৪। উপসচিব, প্রশাসন-৪ অধিশাখা, জনপ্রশাসন মন্ত্রণালয় (৩০ জনের আপ্যায়নের ব্যবস্থা গ্রহণের অনুরোধসহ)।
- ৫। সিনিয়র সচিব মহোদয়ের একান্ত সচিব, জনপ্রশাসন মন্ত্রণালয় (সিনিয়র সচিব মহোদয়ের সদয় অবগতির জন্য)।