

(The same commemorative number and date will be replaced)  
Government of the People's Republic of Bangladesh  
Ministry of Public Administration  
Development Section  
[www.mopa.gov.bd](http://www.mopa.gov.bd)



No. 05.00.000.107.14.0003.20.03

Date: 10.01.2022

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

The undersigned is directed to convey the Government's approval to the following officers to participate in the short training course titled "Knowledge Management and Organizational Learning" to be held at London Corporate Training (LCT), 3 Shortlands, London W6 8DA, United Kingdom from 08 January to 21 January 2022 or nearest possible date under the "Capacity Enhancement of the Core Courses of BPATC Project". The terms and conditions of the said short training course are described in the para 2.

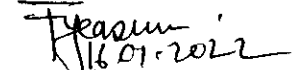
List of the participants for short training courses at London Corporate Training (LCT), 3 Shortlands, London W6 8DA, United Kingdom.

Sl. No	Name & ID (if any)	Designation	Office Address
1.	Nursia Komol (6699)	Joint Secretary	Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
2.	Md. Abdur Rouf (20237)	Joint-Chief (Joint Secretary)	Socio-Economic Infrastructure Division, Planning Commission, Dhaka.
3.	Md. Sharif Hasan	Director	BPATC, Savar, Dhaka
4.	Parvez Raihan (15074)	Deputy Director (Deputy Secretary)	RPATC, Rajshahi.
5.	Md. Al-Amin (16070)	Deputy Secretary	Economic Relation Division, Dhaka.
6.	Urmi Tamanna (15041)	Deputy Secretary	Cabinet Division, Dhaka
7.	Mohammed Jahedur Rahman (15574)	Deputy Director Ashrayan-2 Project (Deputy Secretary)	Prime Minister's Office, Dhaka
8.	Md. Moin Uddin	Deputy Director	RPATC, Savar, Dhaka.
9.	Md. Anisur Rahman (16789)	Deputy Director	BPATC, Savar, Dhaka.
10.	Mohammad Mamun	Senior Research Officer	BPATC, Savar, Dhaka
11.	Mohammad Altab Hossain	Assistant Programmer	BPATC, Savar, Dhaka
12.	Sanjoy Kumar Sarma	Evaluation Officer	BPATC, Savar, Dhaka.

**02. Terms and conditions:**

- a. All the expenses including air-transport, transit, accommodation & daily subsistence allowance will be borne from the fund of the "Capacity Enhancement of the Core Courses of BPATC Project";

- b. They will start their journey for UK at a convenient date near to 08 January 2022 and will leave UK at a convenient date near to 21 January 2022. The course duration will be 14 (Fourteen) days including journey time;
  - c. They will draw all parts of their pays and allowances in local currency. No part of it should be drawn in foreign currency;
  - d. They will not be allowed to stay abroad for more than the approved period;
  - e. The total period of this course and the time spent for travel and transit will be treated as on duty;
  - f. After Completion of the training they will have to submit a report to the development branch of the Ministry of Public Administration as well as to the project office.
03. This Government Order (G.O.) has been issued in the public interest and with the approval of the competent authority.

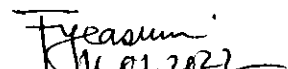
  
(Farida Yeasmin)  
Deputy Secretary  
Phone.9546103  
[dev@mopa.gov.bd](mailto:dev@mopa.gov.bd)

No. 05.00.000.107.14.0003.20.03

Dated: 10.01.2022

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

1. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka.
2. Principal Secretary, Prime Minister's office, Dhaka.
3. Rector, BPATC, Savar, Dhaka.
4. Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka
5. H.E. High Commissioner of the United Kingdom in Dhaka, Bangladesh.
6. H.E. Commissioner of the People's Republic of Bangladesh, United Kingdom.
7. Additional Secretary, Ministry of Public Administration, Dhaka.
8. Mr/Ms. -----
9. Project Director, Capacity Enhancement of the Core Courses of BPATC, BPATC Savar, Dhaka
10. Director General, Department of Immigration & Passport, Agargaon, Dhaka.
11. Private Secretary to the Honourable Minister of State, Ministry of Public Administration, Dhaka
12. Director General, Consular of Welfare Wing, Ministry of Foreign Affairs (With request to issue a Note verbal).
13. Director, Hazrat Shahjalal International Airport, Dhaka.
14. Senior System Analyst, PACC, Ministry of Public Administration, Dhaka (Request for publishing at the MOPA website).
15. Praveen Mathews, Sales & Marketing Director London Corporate Training (LCT), 3 Shortlands, London W6 8DA, United Kingdom.
16. Protocol Officer, Ministry of Public Administration, Dhaka.

  
(Farida Yeasmin)  
Deputy Secretary