

(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. : 05.00.0000.202.00.028.17-88

Date : 22/10/2017

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 Overseas Exposure Visit to be held at the Administrative Staff College of India (ASCI), India from 05/11/2017 to 14/11/2017 or nearer date as part of exposure visit of 115<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	Name	Designation	Place of Posting
1.	15475	Mr. Md. Toufiq-E-Leahi Chowdhury	Deputy Secretary	Ministry of Public Administration
2.	7797	Dr. S M Zobaidul Kabir	Deputy Secretary	Ministry of Public Administration
3.		Mr. Md. Atikuzzaman	Deputy Director	BPATC, Savar, Dhaka

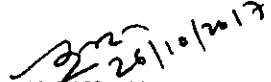
**Participants**

Sl. No.	ID	Name	Designation	Place of Posting
1.	15273	Dr. Md. Nurul Haque	Deputy Secretary	Ministry of Public Administration
2.	6663	Mr. Mohammad Iftekhar Hossain	Deputy Secretary	Attached to Economic Relations Division
3.	15243	Mr. Md. Siddiqur Rahman	Deputy Director Local Government (Deputy Secretary)	Office of the Deputy Commissioner, Narail
4.	7793	Mr. Pulak Kanti Barua	Director (Deputy Secretary)	IMED
5.	6630	Dr. Md Fardous Alom	Deputy Secretary	M/O of Civil Aviation & Tourism
6.	6644	Mr. Md Aslam Hossain	Secretary (Deputy Secretary)	Gazipur City Corporation, Gazipur
7.	6659	Mr. Najmus Sayadat	Deputy Manager (Deputy Secretary)	Public Private Partnership Authority, Prime Minister's Office
8.	6118	Dewan Md. Abdus Samad	Deputy WAQF Administrator (Deputy Secretary)	Office of the Administrator, Bangladesh WAQF, Dhaka
9.	6425	Ms. Fahmida Khanom	Deputy Secretary	Economic Relations Division
10.	7696	Mrs. Shahnaz Begum Neena	Deputy Director (Deputy Secretary)	Department of Agricultural Marketing, Dhaka
11.	6676	Mr. Raza Md Abdul Hye	Deputy Secretary	Bangladesh National Parliament Secretariat
12.	6691	Mr. Md. Yousof Ali	OSD (Deputy Secretary)	Attached to Ministry of Environment and Forests
13.	6684	Mr. Md. Shohidul Islam Bhuiyan	Additional Director (Deputy Secretary)	Directorate of Govt. Accommodation
14.	6801	Mr. Md. Kamal Hossain	OSD (Deputy Secretary)	Attached to Public Security Division
15.	6637	Ms. Rokeya Khaton	Deputy Secretary	Economic Relations Division
16.	6754	Dr. Abdul Aleem Khan	Deputy Director (Deputy Secretary)	RPATC, Dhaka
17.	6744	Mr. Ananda Kumar Biswas	Director (Deputy Secretary)	RAJUK Zonal office, Dhaka
18.	-	Major Md Hanifur Rahman Bhuiyan	Major	1 Field Regiment Artillery, Jahangirabad Cantonment, Bogra
19.	-	Wg. Cdr. Md. Mominul Islam	Wing Commander	SATCO BAF Base Basher Tejgoan, Dhaka
20.	6727	Mr. Md. Asaduzzaman	Deputy Secretary	Ministry of Agriculture
21.	6716	Khondaker Ehteshamul Kabir	Director (Deputy Secretary)	Ministry of Foreign Affairs
22.	6114	Mr. Abu Tahir Muhammed Zaber	Deputy Secretary	Ministry of Public Administration
23.	6719	Dr. Syeda Salma Begum	Deputy Secretary	Road Transport and Highways Division

02. Terms & Conditions:

- a) They will start their journey for India on a convenient date near to 05 November, 2017;
- 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](mailto:sasft.mopa@gmail.com)

No. : 05.00.0000.202.00.028.17-88(100)

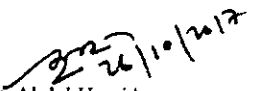
Date : 22/10/2017

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

01. Cabinet Secretary, Cabinet Division, Dhaka.
02. Principal Secretary, Prime Minister's Office, Dhaka.
03. Senior Secretary,.....Ministry/Division.
04. Secretary,.....Ministry/Division.
05. Rector, BPATC, Savar, Dhaka.
06. Director General, Immigration and Passport, Dhaka.
07. Director General, Training Directorate, Armed Forces Division, Dhaka Cantonment.
08. The High Commission of India in Bangladesh, 1-3, Park Road, Baridhara, Dhaka.
09. The Bangladesh High Commission in India, EP-39, Dr. S. Radhakrishnan Marg, Chanakyapuri, New Delhi-110021.
10. Deputy Commissioner, Narail.
11. Director General (Consular), Ministry of Foreign Affairs, Dhaka.
12. Director, Hazrat Shahjalal International Airport, Dhaka.
13. Accounts Officer, Ministry of Public Administration.
14. Mr/Ms.....

**Copy for kind information:**

01. Additional Secretary/Additional Secretary (CPT/APD/Administration), Ministry of Public Administration.
02. Joint Secretary (Training /CR/ Budget & Audit/PACC) 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 : ০৫.০০.০০০০.২০২.০০.০২৮.১৭-৫৬০

তারিখ : ২৬/১০/২০১৭ খ্রি.

**বিষয় : Administrative Staff College of India (ASCI)-তে অনুষ্ঠেয় ১১৫তম এসিএডি প্রশিক্ষণ কোর্সের বৈদেশিক এক্সপোজার ডিজিটে অংশগ্রহণকারী কর্মকর্তাদের ত্রিফিং।**

উপর্যুক্ত বিষয়ের আলোকে জানানো যাচ্ছে যে, আগামী ০৫/১১/২০১৭ থেকে ১৪/১১/২০১৭ মেয়াদে ভারতের Staff College of India (ASCI)-তে অনুষ্ঠেয় বর্ণিত এক্সপোজার ডিজিটে অংশগ্রহণের নিমিত্ত মনোনীত নিম্নলিখিত ১১৫তম এসিএডি কোর্সের প্রশিক্ষণার্থীদের জন্য এক ত্রিফিং সেশন আগামী ০২/১১/২০১৭ তারিখ বৃহস্পতিবার সকাল ১১:৩০ 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**

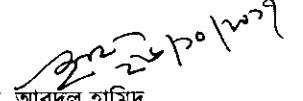
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চলমান পৃষ্ঠা-০২

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

  
ড. আবদুল হামিদ  
যুগ্মসচিব  
ফোন: ৯৫৭৪৪২৬  
[sasft.mopa@gmail.com](mailto: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 (৩২ জনের আপ্যায়নের ব্যবস্থা গ্রহণের অনুরোধসহ)।
- ৫। সিনিয়র সচিব মহোদয়ের একান্ত সচিব, জনপ্রশাসন মন্ত্রণালয় (সিনিয়র সচিব মহোদয়ের সদয় অবগতির জন্য)।