

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

No-05.00.000.122.00.013.11-55

Date- 25.02.2019

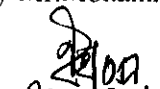
TO
Chief Accounts Officer
Ministry of Public Administration
22, Purana Paltan, Dhaka.

The Undersigned is directed to convey the Government's approval to the following officers for participating in the Overseas Exposure Visit to observe the different Welfare Programms and Activities regarding Government Employees taken by the Government of India and Bhutan from 08th to 16th March 2019 or nearest possible time.

S. No	Name of participants and ID	Designation	Place of Posting
01	Mr.Mohammed Kefayet Ullah (3426) & Head of the Delegation	Director (Admin) (Deputy Secretary)	Bangladesh Employees Welfare Board.
02	Mrs. Naima Hossain (6905)	Deputy Secretary (Secretariat Section)	Ministry of Public Administration.
03	Mr.Md.Sohrab Hossain (15295)	Director (Deputy Secretary)	Divisional Office Bangladesh Employees Welfare Board, Barishal.
04	Mr. Md. Moniruzzaman	Accounts Officer	Bangladesh Employees Welfare Board, Dhaka.

Terms & Conditions:

- a. They will start their journey for India and Bhutan on a convenient date near to 08th March 2019.
- 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. All expenses of the said Exposure Visit will be borne from the budget (Code no 32411101) of financial year 2018-2019 of the Bangladesh Employees Welfare Board .
- e. They will not be allowed to stay abroad more than the approved period.
- f. They will have to submit report on the visit to the the Secretariat Section MOPA within 15 (fifteen) days after their return from the visit.
- g. Mr.Mohammed Kefayet Ullah (3426),Head of the 2nd Delegation and Director (Admin)of Bangladesh Welfare Board will be accompanied by his wife Mrs. Bilkis Begum and daughter Sayeda Tahrin Hazera Jui.All expenses of Mrs. Bilkis Begum and Sayeda Tahrin Hazera Jui will be borne by Mr.Mohammed Kefayet Ullah.
- h. This order issued with the approval of the competent authority.


25.02.19
(Naima Hossain)
Deputy Secretary
phone- 9549621

e-mail : adminsec@mopa.gov.bd

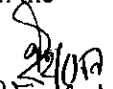
P.T.O.

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

01. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka,
02. Principle Secretary to the prime Minister, prime Minister's office, Dhaka.
03. Senior Secretary -----Ministry/Division.
04. Secretary -----Ministry/Division.
05. Director General (Secretary Incharge to the govt) Bangladesh Employees Welfare Board.
06. H.E. High Commissioner of India, High commission of India in Bangladesh, plot no-01-03, park road, Baridhara, Dhaka-1212.
07. H.E. Ambassador of Bhutan , Embassy of Bhutan in Bangladesh, House no- CEN 12, Road no-107, Gulshan-2, Dhaka- 1212.
08. Director General, Immigration and passport, Dhaka.
09. Director General (Consular) Ministry of Foreign Affairs, Dhaka.
10. Director, Hazrat Shahjalal International Airport, Dhaka.
11. Accounts Officer, Ministry of Public Administration Bangladesh Employees Welfare Board, Dhaka.
12. Mr -----.

Copy for kind information :

01. Additional Secretary(Admin), Ministry of public Administration.
02. PS to Hon'ble Minister of State, Ministry of Public Administration.
03. PS to Secretary, Ministry of Public Administration.
04. Senior System Analyst, Ministry of Public Administration (with request to publish in the MOPA website)
05. Office Copy.


25.02.19
(Naima Hossain)
Deputy Secretary
phone- 9549621
e-mail : adminsec@mopa.gov.bd